

## **COPE**

### **Minutes**

**September 5, 2017**

*Attendees:* Barry Herman, MD, Chair (presiding); Mary Anne Albaugh, MD (PA DB); Charles Ciolino, MD (NJ DB); Annette Hanson, MD (MD DB); Mark Komrad, MD (ACROSS); Ranga Ram, MD (DE DB); and Deborah Shoemaker, Co-Chair (Executive Director, PA DB). Not attending: Constance Dunlap, MD (WPS); Rahul Malhotra, MD (Area 3 ECP representative) and Nazanin Silver, MD (Area 3 Resident Representative).

#### **Meeting Details**

Dr. Herman commenced the meeting around 7 PM. Members reviewed the Area 3 Policy on Program Evaluation and Funding document. Attendees carefully reviewed the charge for the committee and overview of the recommendations/previous activity of the ad hoc committee. Committee members agreed that the document was in accordance with the mission of COPE, and would use it as a guidance document moving forward.

Most of time was spent reviewing two proposals brought in front of the committee: Proposal for Area 3 District Branch Drop Roster Campaign (from the Area 3 Committee on Member Services) and Area 3 Residents Fellow Members Merit Awards. The committee deliberated and provided invaluable feedback on how to better these proposals prior to approval. Mrs. Shoemaker will provide committee feedback to proposal writers prior to Area 3 meeting on October 7<sup>th</sup>. COPE will accept edits at that time, but will set up a call prior to Assembly to finalize recommendation to Area 3.

Our next meeting will be held via conference call after receiving feedback from two proposal writers.