**COPE**

**Minutes**

**Conference Call**

**October 29, 2017**

*Attendees:* Barry Herman, MD, Chair (presiding); Charles Ciolino, MD (NJ DB); Constance Dunlap, MD (WPS); Ranga Ram, MD (DE DB); and Deborah Shoemaker, Co-Chair (Executive Director, PA DB). Not Attending but Providing Comments: Mary Anne Albaugh (PA DB); Annette Hanson, MD (MD DB); and Mark Komrad, MD (ACROSS).

Meeting Details

Dr. Herman commenced the meeting around 6 PM. Members reviewed the revised Area 3 Residents Fellow Members Merit Awards and Answers to Questions (attached). The committee deliberated and provided invaluable feedback on how to better these proposals prior to approval.

The following suggestions were suggested and accepted:

* Under AREA 3 RFM Merit Awards: after the bullets, it was noted that the Awards Committee should be left to each DB on how they want to determine their potential awardees to present (vs. a committee made up of RFMS from each DB).
* It was suggested to note that the language should say, “In 2018, *up to $5000*would be allocated.” That way in case there are not 10 eligible recipients, it is not required/appears to be required.
* There was a discussion about if we would provide the $500 directly to the APA-related function instead of giving the award to the recipient to allocate toward their designated APA event. After discussing the feasibility/practicality of this practice, it was suggested that we give the award to the recipient.

After a brief discussion, a motion to approve the revised proposal as revised was **approved** by unanimous vote. Drs. Albaugh, Hanson and Komrad approved the revised proposal as well with additional comments.