



International Federation for Emergency Medicine

IFEM ASSEMBLY

Minutes of Meeting held 3:30 – 5.30 pm, Monday 18th April 2016
Cape Town International Convention Centre, Cape Town, South Africa

1. WELCOME

1.1 Opening remarks

The President welcomed all members to the meeting.

1.2 Members of good standing

The President highlighted the need for all Full members to be in good financial standing in order to be eligible to vote at the meeting.

1.3 Declaration of conflict of interest

Nil declared.

2. ATTENDANCE

IFEM Executive: C.J. Holliman (President and Chair), P. Cameron (Immediate Past President), L. Wallis, (President-elect), J. Ducharme (Vice President), R. Schafermeyer (Secretary), A. Singer (Treasurer and Chair, Finance Committee), M. Stander (Board member, Africa and President, EMSSA and Member-at-Large)

IFEM Board: Kang Hyun Lee (Board member, Asia), A. Cross (Board member, Australasia and President ACEM), E. Menendez (Board member, Central and South America), J Jakubaszko, (Board member Europe), T. Mulligan (Board member North America and Chair, Clinical Practice Committee)

Full Members (Voting): A. Lawler (ACEM), E. Cohen (ACEM Colombia), M Gerardi (ACEP), A.J. Moya (ASOCOME), J. McEwen (CAEP), C. Oktay (EMAT), H.R. Sawe (EMA Tanzania), S. Fares (ESEM), P. Ho (HKCEM), J. Baldursson (ISEM), C. Mann (RCEM), T. Srinath Kumar (SEMI), M. H-M Ma (TSEM), L Caceras (SAE), P. Aguilera (SOCHIMU), M. Al Jufaili (OSEM), T. Eikendal (NSEP), J. Janhunen (FiSEM), N. Arellano (SMME), K. Golshani (ISEM), F. Hickey (IAEM and Chair, Continuing Professional Development Committee), Swee Han Lim (SEMS), A.H. Asaari Abdullah (MASTEM), Nguyen Dat Anh (VSEM), J.Daniel L.T. (SMME)

Affiliate & Ex-Officio Members (Non-voting): L. Moreno-Walton (AAEM), A. Kimura (JAAM), D.B. Petersen (DASEM), Dr N Nnamdi (SEMPON), R. Sieber (SGNOR), P. Pinera Salmeron (SEMES), A.J. Machado (ALACED), A. Idrose (CEP Malaysia),

Committee Chairs not included above: Dr N. Jouriles (Chair, Core Curriculum and Education Committee/ACEP), S. McCarthy (Chair, Specialty Implementation Committee/ACEM), D. Taylor (Chair, Research Committee/ACEM)

Observers Present: Dr G. Bodiwala, IFEM Past President, A. Palomaki (FiSEM), G. Galletta and K. Lovstakken (NorSEM), P. White (ACEM), I. Subhan (SEMI), A Banerjee (SEMI), M. Baroman (RCEM), G. Miles (RCEM), E. Revue (EuSEM), A. Khoury (EuSEM), R. Petrino (EuSEM), P. Pageau (CAEP), R. Dickerson (EMSSA), G.L. Henry (ACEP), J. Tyndall (ACEP), A. Navio (SEMES), V. Anantharaman

(SEMI), A. YC Siu (HKCEM), Do Ngoc Son (VSEM), M. Velazquez (ICEM 2018), M. Esczucro (Mexico), J.V. Bravo Gtz (SMME)

Support staff in attendance: C. Reardon (IFEM Executive Officer), D Gonzales (ACEP Staff Support)

APOLOGIES:

K. Rodgers (AAEM), J. Prestosh (ACOEP), V. Rodriguez (ALACED), K. Kassim, CEM Malaysia), M. Garcia Romero (ACEM Colombia), P. Veliz Martinez (Cuban Society), B. Hogan (EuSEM), S. Wilen (FiSEM), M. Doyle (IAEM), C. van den Brand (NSEP), M. Alhinai (OSEM), C. Gabriel (PSEM), J. Gonzalez-Armenggol (SEMES), N. Wickramaratne (SSCCEM), H.T. Yen (TSEM), M. Alsabri (YAEMD), T. Shimazu (JAAM), R. Suter (ACEP).

3. ADDITIONAL AGENDA ITEMS - No additional items were tabled.

4. MINUTES

4.1 To approve minutes of the last Assembly meeting – 28th October 2015, Boston

There being no amendments, F. Hickey moved, seconded by L. Wallis, that the minutes of the previous meeting be accepted.

MOTION: F. Hickey/L. Wallis

That the Minutes of the previous meeting be accepted. CARRIED

There being no comments on the remaining minutes circulated with the agenda, the President moved that they be received.

MOTION: F. Hickey/L. Wallis

To receive minutes of the following Board meeting and teleconferences:

IFEM Executive Meeting, Boston, 28th October 2015

IFEM Board meeting, Boston – 28th October 2015

IFEM Board teleconference - 8th December 2015

IFEM Executive Teleconference – 8th February 2015

and to ratify recommendations contained therein.

RECEIVED AND APPROVED

Individual resolutions arising from these minutes are recorded under the relevant item headings.

5. MATTERS ARISING FROM PREVIOUS MINUTES

5.1 WHO Global Alliance for Care of the Injured

L. Wallis explained that G. Bodiwala has represented IFEM at these meetings which are held annually, the next being scheduled for the World Trauma Congress in India in August. There are four other working groups associated with trauma care and IFEM is well represented.

6. APPLICATIONS FOR MEMBERSHIP OF THE IFEM

The President advised that both the following applications for Membership had been supported by the Board. There being no discussion he moved that they be accepted.

6.1 Icelandic Society for Emergency Medicine

MOTION: A. Lawler/J. Holliman

That the Icelandic Society for Emergency Medicine be accepted for Full membership of IFEM.

CARRIED

6.2 Norwegian Society for Emergency Medicine

MOTION: A. Lawler/J. Holliman

That the Norwegian Society for Emergency Medicine be accepted for Affiliate membership of IFEM.

CARRIED

Members welcomed the new members with applause.

Action: Letters confirming membership

6.3 Membership – recruitment and retention

No discussion. Assembly members encouraged to contact eligible non-member societies to join IFEM.

7. AWARDS FOR PRESENTATION – Fellowship of the IFEM

The President advised that the following individuals would be presented with the Order of the IFEM (Fellowship) at the Gala Dinner during the Conference and offered congratulations to the new Fellows.

Dr Keihan Golshani, Iranian Society of Emergency Medicine
Dr Ho Hiu Fai, Paul, Hong Kong College of Emergency Medicine
Dr Joseph Lex, American Academy of Emergency Medicine
Dr Albert Machado, Sociedad Argentina de Emergencia
Dr Cem Oktay, Emergency Medicine Association of Turkey
Dr Teri Reynolds, Emergency Medicine Society of South Africa
Dr Melanie Stander, Emergency Medicine Society of South Africa
Dr Siu Yuet Chung Axel, Hong Kong College of Emergency Medicine

8. INTERNATIONAL CONFERENCE ON EMERGENCY MEDICINE

8.1 ICEM 2016, 18-21 April, Cape Town – Update

ICEM 2016 Organising Chair Dr Melanie Stander welcomed everyone to Cape Town. She noted that IFEM Committee meetings had been held the day prior to the commencement of the Conference for the first time, the aim being to give Board and Committee members a chance to attend more of the Conference Program. She welcomed feedback on this.

9.2 ICEM 2018, 5-9 June, Mexico - Update

The President advised that arrangements are progressing well for this meeting and encouraged members to visit the booth in the industry exhibition. Later in the meeting N. Arellano delivered a presentation to the Assembly.

9.3 ICEM 1919, 12-15 June, Seoul

Nil discussion.

9.4 ICEM 2020, 16-19 June, Buenos Aires

Dr E. Menendez was noted as the contact for this Conference. Dra Liliana Caceras provided a presentation to the Assembly later in the meeting.

9.5 ICEM 2021 – Dubai, UAE

The President advised Dr Saleh Fares was available to answer questions on this meeting.

9.6 ICEM – 2022 - Call for expressions of Interest

A call for expressions of interest has been circulated to Members. The deadline for bids is 1st June.

9. IFEM SYMPOSIA**9.1 The Inaugural Welsh International Symposium on Emergency Medicine (WISEM), 16-17 May, Cardiff, Wales**

Noted.

10. COMMITTEE AND TASKFORCE REPORTS

Given that most Assembly members had been present for the Committee reports to the Board meeting held prior to the Assembly, the President briefly summarised the activities of the standing Committees.

10.1 Finance Committee**10.1.1 Report****10.1.2 IFEM's Financial Strategy****10.1.3 US Foundation**

J. Holliman explained that IFEM is currently in good financial health. Incorporation of the Foundation as a 501 3(c) entity in the US had recently been approved. Treasurer Dr Andrew Singer would be stepping down from this role after five years.

A. Singer advised that whilst there are funds in IFEM accounts, the organisation has a revenue issue and is not self-supporting. He highlighted the continuing problem of unpaid dues by some members. The Board had recommended that those members that have not paid membership dues for more than two years be suspended from membership at the next Assembly meeting in October 2016.

10.2 Governance Committee**10.2.1 Report****10.2.2 New Policies and Procedures Manual**

Noted.

10.2.3 Alternate category of membership : Bylaws amendment

For ratification of Board recommendation, December 2015:

C. Hobgood advised that this recommendation had come directly from the Executive to the Assembly and had not been considered by the Governance Committee. The President explained that this bylaw would create a new category of membership to enable the new IFEM Foundation to become a member of IFEM, and therefore enabling income from the Foundation to IFEM to be tax-exempt. There being no discussion the Chair put the motion, which was carried, one opposed.

MOTION: A. Lawler/J. Holliman

That Article III: Section 2.5 be added to the IFEM By-laws to incorporate a new category of 'Supporting Membership'

2.5 Supporting Member

A Supporting Member will be an organisation or individual who is not otherwise eligible for another category of membership, who agrees with the objects, goals and aims of the International Federation for Emergency Medicine as stated in its Constitution and By-Laws, and who wishes to become a member for the purpose of providing support (financial or otherwise) to the International Federation for Emergency Medicine to achieve those objects, goals and aims in the course of its activities. The Supporting Member may attend (or be represented at) the IFEM Assembly meeting as a non-voting member.

Maintenance of membership in this category may be subject to evidence of ongoing support for the work of IFEM, to be determined every two years.

CARRIED

Action: Bylaws to be amended

10.3 Specialty Implementation Committee

10.3.1 Report

Chair of this Committee Sally McCarthy invited Assembly members to attend the Committee session to be held the following day, where a number of speakers would be presenting on the challenges of emergency medicine development in their country.

10.4 Core Curriculum and Education Committee

10.4.1 Report

N. Jouriles briefly mentioned that the Committee is considering creating a Leadership Development curriculum for emergency physicians, and a survey on the current status of this in IFEM member organisations would be sent out.

10.5 Continuing Professional Development Committee

10.5.1 Report

The Chair advised that this Committee is finalising a project timeline template to assist future ICEM Organisers. Its next main task will be to review the Bids received for ICEM 2022.

10.6 Clinical Practice Committee

10.6.1 Report

J. Holliman referred to the recommendation for establishment of a new Special Interest Group focussing on Quality which had been supported by the Board but required ratification by the Assembly. This was approved.

MOTION: F. Hickey/M. Stander

That IFEM establish a Special Interest Group on Quality.

CARRIED

10.7 Research Committee

10.7.1 Report

Nil discussion. Report noted.

10.8 Communications Committee

Acting Chair J. Ducharme encouraged members to view the new IFEM website, which is live but still in development. The aim is to provide translation of a webpage in five languages, being English, Spanish, French, Arabic and Mandarin, and also to provide translations of IFEM's key documents. He welcomed volunteers interested in assisting with translation. The President asked for feedback on the new site to be directed to the Communications Committee.

10.9 Access and Availability Taskforce

10.10 Global History Taskforce

10.11 Global Trainees Organization Task Force

10.12 SIC Subcommittee for CPD - *renamed the Subcommittee for Academic Development*

10.13 Spanish Translation Taskforce

10.14 Sustainability of EM Workforce Taskforce

10.15 Efficacy of EM Taskforce

10.16 Categorisation and Rating of EM Websites

10.17 Accreditation and Assessment Checklist Taskforce

10.18 Terminology Taskforce

The President gave brief updates on the IFEM Taskforces.

11. IFEM SECRETARIAT

11.1 Memorandum of Understanding with ACEM

The Chair explained this agreement is due review in June 2016 and the Board is currently in the process of re-negotiation.

12. EXECUTIVE AND BOARD ELECTIONS

The President listed the nominations that had been received for each of the vacancies on the Executive and advised that elections were necessary for the positions of Vice-President and Secretary, with one nomination received for the positions of President-elect and Treasurer. He outlined the process for voting, explaining that the President casts an identified vote in addition to Full members, which is only used in the event of a tie. Candidates were invited to make a short statement introducing themselves prior to the election of each position.

The President then called upon Nominations Committee members Prof Peter Cameron (Immediate Past President) and Prof Cherri Hobgood (Chair of the Governance Committee) to act as scrutineers.

The President noted that the following positions would not require an election:

President Lee Wallis (elected President-elect in 2014)

Member-at-Large Jesica V. Bravo Gutierrez (nominated by the host organisation for ICEM 2018, Sociedad Mexicano de Medicina de Emergencias.

12.1 Executive Vacancies

President-elect

There being a single nomination in favour of Prof Jim Ducharme for this position, the President declared Prof Ducharme (CAEP) elected to the office of President-elect.

Vice-President

Two candidates were nominated for this position. Following the conduct of a secret ballot, the President announced Prof Timothy H. Rainer (RCEM) elected to the office of Vice-President.

Treasurer

There being a single nomination for the position of Treasurer, the President declared Dr Anthony Cross (ACEM) elected to the office of Treasurer.

Secretary

Originally two candidates had nominated for this position, including Prof T Rainer. Following Prof Rainer's election as Vice-President, the President declared the remaining candidate Dr Melanie Stander (EMSSA) elected to the office of Secretary.

Congratulations were extended to the successful candidates. The President also thanked outgoing Executive members Dr Robert Schafermeyer (Secretary) and Dr Andrew Singer (Treasurer) for their excellent contributions to the Federation.

12.2 Board Vacancies

The President explained all six regional board positions were vacant, and that as Dr Stander who had been successfully elected as Secretary she would withdraw her nomination for the position of Board representative for Africa. The President then declared the remaining candidate Dr Hendry Sawe (EMA Tanzania) elected to the position of Board member (Africa).

Elections were then held for the representatives for Asia, Central and South America, and North America. The President advised that one candidate had nominated for the region Australasia.

The following were elected as Board representatives:

Board representative:

Africa	Henry Sawe (Nominated by EMA Tanzania)
Asia	Swee Han Lim (Nominated by SEMS)
Australasia	Anthony Lawler (Nominated by ACEM)
Europe	J. Jakubaszko (Nominated by PSEM)
Central/South America	Edgardo Menendez (Nominated by SAE)
North America	T. Mulligan (Nominated by AAEM)

Composition of the Board of Directors, April 2016 – June 2018:

Office-Bearers:

President:	Lee Wallis (EMSSA)
Immediate Past President:	C. James Holliman (ACEP)
President-elect:	James Ducharme (CAEP)
Vice-President:	Timothy H. Rainer (RCEM)
Treasurer:	Anthony Cross (ACEM)
Secretary:	Melanie Stander (EMSSA)
Member-at-Large:	Jesica Bravo Gtz (SMME)

Regional Board representatives:

Africa	Hendry Sawe (EMA Tanzania)
Asia	Swee Han Lim (SEMS)
Australasia	Anthony Lawler (ACEM)
Central/South America	Edgardo Menendez (SAE)
Europe	Juliusz Jakubaszko (PSEM)
North America	Terrence Mulligan (AAEM)

Congratulations were extended to the new incumbents. The President encouraged unsuccessful candidates to reapply at the next election.

Following the elections, F. Hickey referred to the growth of IFEM and queried whether all voting Assembly members should vote for a Board representative for a particular region or whether only those organisations within a particular region should vote for their regional candidates. L. Wallis said there was a need for some clarification within the bylaws as to who should be eligible to vote, but the issue of who should vote had not been considered before and should be raised with the Governance Committee.

Action: Governance Committee to consider voting process

13. OTHER BUSINESS

13.1 Branding Slogan for IFEM

Dr Gautam Bodiwala spoke to his suggestion for a branding slogan ‘Emergency Care for All’ that could accompany the logo. He referred to other organisations which successfully promote their cause via a slogan and believed this would facilitate IFEM’s identity. During discussion there was some support, subject to the need to find a unique slogan, to ‘understand the market’ and be aspirational. A contest amongst the membership could assist with ‘buy-in’.

MOTION: C. Hobgood /A. Lawler

That IFEM develop a branding slogan.

CARRIED

It was agreed to circulate a call for suggestions to IFEM Members to be submitted within a specified time period, following which the Communications Committee would review the suggestions.

Action: CR

13.2 Ketamine Scheduling Alert

A. Singer reported that the UN Commission on Narcotics had recently met to consider the proposal from China to schedule the use of Ketamine. This would limit the availability of the drug by doctors and veterinarians to use it as an anaesthetic. Dr Singer had represented IFEM on a consortium which had gathered support to successfully oppose this. Dr Singer warned that it is likely there will be further attempts to schedule the drug.

12. TOPICS FOR OPEN DISCUSSION

The Executive agreed that as there had not been sufficient discussion of strategic direction by the Board, it would not be appropriate to try and achieve consensus at the Assembly. Incoming President L. Wallis had been interviewed in the latest issue of Emergency Physicians International and he noted this detailed his view that IFEM should move towards a focus on emergency care as opposed to emergency physicians. He welcomed input from Assembly members over the course of the Conference on this issue.

The President invited open discussion and advised that a function of Assembly meetings is to allow for members to bring issues forward.

Improved Communication

Difficulty remains in maintaining contact with some members. The need for improved communication within IFEM and between organisations was noted. It was recommended that representatives visiting other countries could use this personal contact to reconnect with those members who have lost contact. A suggestion was raised to create an international chapter within each national society that could connect via the IFEM Website.

D.B. Peterson noted IFEM is transitioning to a larger and more complex organisation, and he believed more detailed information about what is happening within IFEM should be presented during the Assembly. The President noted that Committee reports are provided annually at the ACEP Scientific Assembly each October but Dr Peterson believed the ICEM was a more appropriate forum for reporting. With the move to an annual ICEM each year in 2019, it is envisaged the primary business of IFEM will be transacted at ICEM meetings. J. Jakubaszko suggested one of the two annual meetings should be held at a regional meeting. The President advised that the Executive is considering how to improve IFEM involvement in regional meetings.

Development of a Code of Ethics

N. Nwauwa raised the issue of doctors striking for better working conditions, and believed it is hard for emergency physicians to participate in such action given their need to treat patients. Whilst IFEM does not have a position on this, J. Ducharme agreed that whilst other specialties may stop work, emergency physicians will continue to care for their patients. It was considered that the World Medical Association Code of Ethics might offer some support. C. Mann believed IFEM could aspire to a policy statement or code of ethics in the delivery of emergency care during strikes however it would be a difficult task to develop a statement that could apply unilaterally.

Action: IFEM to consider developing a code of ethics

13. CLOSE

G. Bodiwala acknowledged and welcomed the attendance of Gordon Miles, CEO RCEM and Peter White (CEO, ACEM) at this meeting.

The President thanked all of the IFEM leaders for their attendance and attention, Board members and Committee members and the IFEM Secretariat. On behalf of the Assembly, L. Wallis thanked Dr Holliman for his leadership and passion and commitment to IFEM over many years and hoped he would continue to contribute into the future.

There being no further discussion the President closed the meeting.

NEXT MEETING

18 October 2016, ACEP Scientific Assembly, Las Vegas, NV USA