**DTF Board meeting: June 11, 2020**

Minutes taken by F. Uzal

In attendance: Bruce Williams, Eric Lombardini, Francisco Carvallo, Paul Stromberg, Michael Dark, Fabio Del Piero, Brett Saladino, Cory Brayton, Patty Pesavento, Ingeborg Langohr, Annette Gordon, Corrie Brown, Jey Kohler, Vinicius Carreira, Jennifer Chapman, James Britt, Matti Kiupel, Tony Ross.

Excused: Simon

1. **DTF workshop, Award meeting, LCPG meeting, Board Meeting at ACVP (virtual?)-Paco & Bruce**

STP cancelled meeting in June

ACVP having meeting likely; probably hybrid. A decision to be made soon

DTF workshop: We will go virtual, reduce fee in half.

Board Meeting: virtual; probably the week before ACVP

No award ceremony this year. We will, however, take nominations for trainees (recognize them in newsletter), but have a merged award ceremony in 2021. For larger awards, we will go directly to 2021.

1. **Revise Award Descriptions**

Annette has her files at the office where she cannot go because of COVID. She will review award descriptions and circulate document to the Board

1. **Liability insurance**

Paco contacted Amy Overby, who confirmed that DTF faculty and members of the Board are covered by general liability insurance of ACVP (renewed June 1 2020). Bruce to pass it on to Foundation’s legal advisor for comments. Paco will share the document with members of the Board

1. **Seminars**

US: most gone virtual

Australia: DTF put together program tailored for Australian time zone (August through November)

Latin America: Mexico in person seminar still on (October)

Virtual: Chile, Uruguay, Argentina, Brazil

Patty asked about possible captioning or translation of seminars. Bruce will look into

Descriptive course: Did very well; there was a feeling that it was “almost in person”. Digital slide worked very well. Jey was asked to provide minimum speed required for participate in virtual courses. Mike to look into it : see if he can simulate bad connections. Mike did an amazing work.

Matti: Still face to face at AAVLD. Two speakers ready to go. We can go virtual if needed.

Bruce introduce the webinar committee: 13 young pathologists helping in many aspects of virtual seminars

Zoom: 700/month. 2 hosts – 1000 seats. In July 1 we will add 1 more host.

Evaluation system to survey monkey; working very well

Black Life matters – Bruce explained that the Foundation supports this movement and has asked Angela Brice to put together a slate of all black speakers in July 28. Free CE. Registration open to everyone. Jey offered to pass on information to Tuskegee pathologists.

Tony: Agreed on support to diversity but suggested expanding and reviewing the diversity policy. Not restricted to American minorities. Bruce asked Tony to find minority speakers in Australia.

Board: Consider creating a diversity committee. Tony motioned; Jey seconded. All in favor. Angie will be invited. Jey suggested Tiffany Lyle as well.

1. **Code of Conduct**
* Put together and approved. Done
* Deployed. Done
* Jey will lead complaint and investigation committee:

 Drew Miller, Corry Brown, Patty Pesavento, Brett Saladino, Simon Priestnall

 Fabio suggested to make signature bi- or tri-annual , rather than an annual signature

 Mike suggested that we could configure a link on the website for a clickable annual signature.

1. **Metrics**

Put Corrie Brown in contact with Laura Bassel. She will organize a meeting soon: Jim Britt and Paco to help.

1. **Publications: Cory**

Not yet response from ISSN from library – will resurrect.

1. **Housekeeping – Annette**

List of institutional membership. Bruce to send doc to board members (it is also on website). It was proposed to expand to other areas of the world. Francisco said that he would send to a contact at UNAM

Jennifer Chapman: Asked if there was guidelines for conducting a webinar as ACVP Workshop will be a webinar this year

**Next meeting: Week before ACVP.**