

Pulmonary Practice and Research Network (PRN)

2019 Business Meeting and Networking Session

New York Hilton Midtown – Concourse Level, Concourse F

Pulmonary PRN Business Meeting Agenda

- Summary of activities 2019-2020 (Kristen Pogue)
- Committees
 - New committee structure (Kristen Pogue)
 - Updates
 - Education, Programming, and Communications (Jean Moon)
 - Research and Scholarship (Brittany Bissell)
 - Workforce and Strategic Priorities
- Call for ideas – ACCP Publications
- Working group breakout

Pulmonary PRN Officers

- 2019-2020

Kristen Pogue	Chair
Lori Wilken	Chair-Elect
Brittany Bissell	Secretary/Treasurer
Chris Ensor	Immediate Past Chair
Brian Erstad	Board Liaison

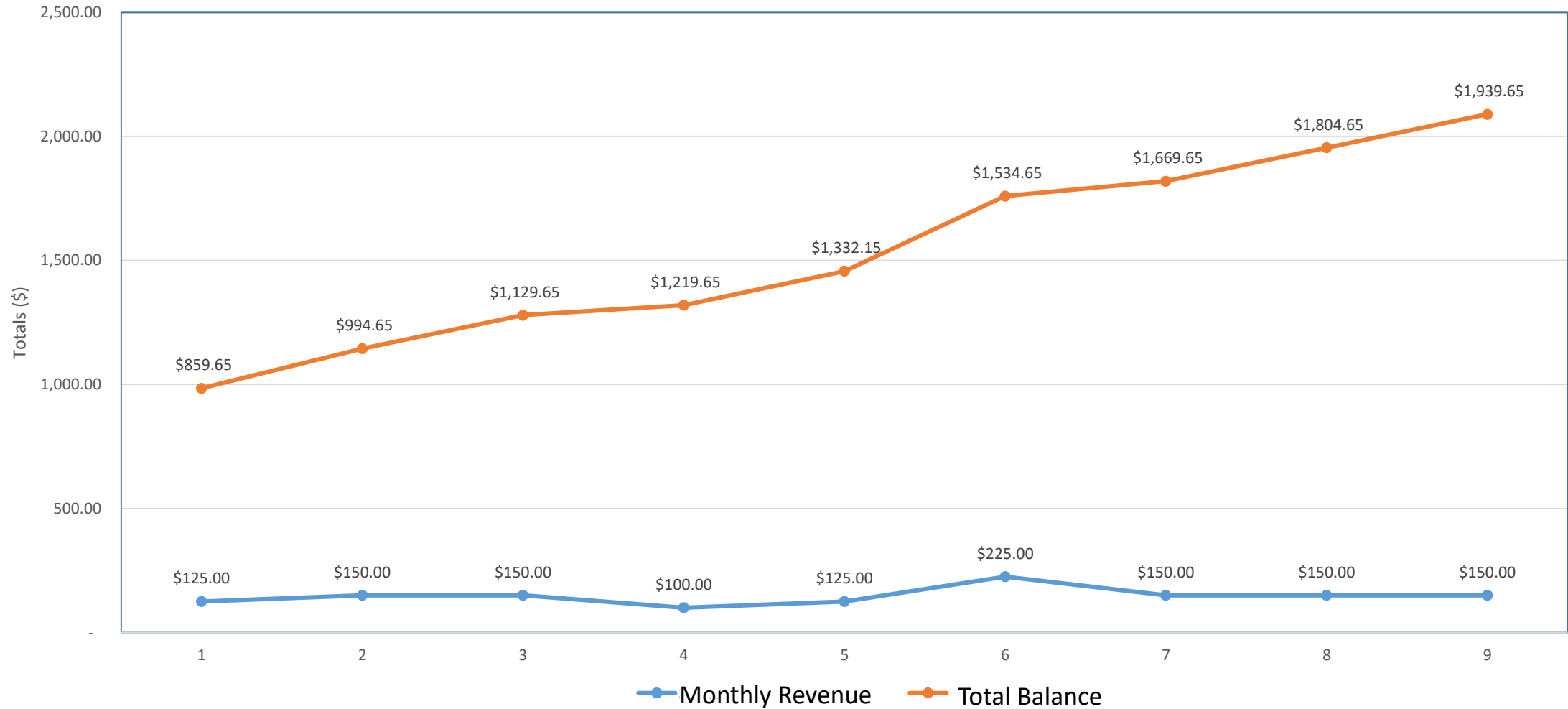
- 2020-2021

Lori Ann Wilken	Chair
Brittany Bissell	Chair-Elect
Megan Fleischman	Secretary/Treasurer
Kristen Pogue	Immediate Past Chair
Jimmi Hatton Kolpek	Board Liaison

Activity in Inaugural Year

- Committee formation
- Alteration of committee structure
- Social Media – Follow us on Twitter! (@ACCPpulmPRN)
- Membership survey

Pulmonary PRN Finances



Financials

- Membership
 - 150 current members, up from 78 last year
 - Source of revenue
 - 90% of dues directly to PRN
- Fundraising
 - Efforts investigated
 - Increasing PRN membership

Committee Structure

- Initial standing committees
 - Workforce and strategic priorities committee
 - Awards and nominations committee
 - Education, programming, and communications committee
 - Research committee
 - New practitioner council
- Difficulties given new PRN with smaller membership, limited new practitioner involvement
- Provide value to the membership

New Committee Structure 2020-2021

- 3 Committees
 - Workforce and strategic priorities
 - Education, programming, and communications
 - Research and scholarship
- **Call for volunteers for committee involvement in late October/early November!!**
- Consider for future development
 - Awards and nominations
 - New practitioner council

Workforce and Strategic Priorities

- Increase PRN membership
- Oversee expenditures to make sure charges are appropriate (chair responsibility)
- Assess appropriateness of expenditures (PRN is spending money in those areas the membership has prioritized)
- Increase involvement of PRN officers and committee chairs at the ACCP level
- Nominate members for relevant ACCP awards (e.g. select, write nomination letter, submit packet)
- Develop a process to identify and track the membership for FCCP nomination to maximize nomination success rate
- Manage creating the slate for PRN officer elections (make call to membership, assimilate slate, ascertain qualifications of submissions, have officers review the slate, submit)
- Develop methods to increase involvement of residents and students
- Draft Annual Report for the PRN when requested by ACCP
- Provide feedback to the PRN officers throughout the year regarding the need to update/modify/add/delete charges
- Provide summary of activities at the end of the year to the Pulmonary PRN officers

Note: It is suggested that the committee survey members prior to the Annual Business meeting to get feedback on the past year's activities, initiatives to pursue in the following year (e.g., allocation of funds to support members), and solicit topic ideas for the Focus Session. This information will help to expedite committee activities for the following year, helping them to meet the early deadlines (e.g., December – February).

Education, Programming, and Communications

- Assess needs for educational content
- Plan program for annual meeting
 - Early December: 250-word synopsis of proposed focus session for subsequent Annual meeting due
 - Early January: CPE Activity Planning worksheets due (includes needs assessment, gap analysis, learning objectives, assessment measures)
 - Early April: Feedback on Annual Meeting Focus Session proposals to PRN planner
 - Early May: Final program and speaker confirmation letters due to all PRN planning Focus Sessions for Annual Meeting
- Solicit speakers for annual meeting
- Maintain list of previous Pulmonary PRN Focus Session topics
- Implement a reliable, cost-effective medium for PRN webinars, journal clubs, and programming
- Develop the public facing website and provide recommendations for content that should be available to the public (i.e. nonmembers) and to members only
- Improve the PRN social media presence through establishment/growth of Facebook, Twitter, Instagram, and/or other platforms
- Update PRN History on an annual basis as requested by ACCP
- Provide summary of activities at the end of the year to the Pulmonary PRN officers
- Discuss creation of a PRN newsletter

Research and Scholarship

- Increase poster submissions to the Annual Meeting to increase PRN involvement
- Develop a process by which collaborative projects among PRN members can be solicited, evaluated, and selected as PRN collaborative projects, engaging the Research Institute as needed
- Work with the Workforce and Strategic Priorities committee to plan/fund research and scholarship activities
- Provide feedback to the PRN officers throughout the year regarding the need to update/modify/add/delete charges
- Provide summary of activities at the end of the year to the Pulmonary PRN Chair

Committee Updates

Call for Manuscript Ideas – ACCP Journals

- ACCP request by November 8th, 2019
 - Fill gap in literature
 - Broad interest within/across specialties
 - Experienced/published first and senior authors
- Requested in survey circulated by Education committee
- Additional recommendations?

2019-2020 Goals from the Chair

- Goal 1 – Increase PRN membership (Workforce)
- Goal 2 – Improve social media presence (Education/programming)
- Goal 3 – Increase member involvement in PRN committees (Workforce)
- Goal 4 – Grow collaborative research efforts (Research)

Thank You!