



PACEP Leadership Expectations

Board of Directors

Overview:

The chapter's bylaws states that: "The Board of Directors shall have supervision, control and direction of the affairs of the Chapter, shall determine its policies or changes therein within the limits of the bylaws, shall actively pursue its purposes and shall have discretion in the disbursement of its funds. It may adopt such rules and regulations for the conduct of its business as shall be deemed advisable and may, in the execution of the powers granted, appoint such agents as it may consider necessary."

The board implements policy, establishes interim policies, and discharges its fiduciary responsibilities. In short, the board governs.

The chapter bylaws outline some specific duties and responsibilities:

- Approval of chapter dues
- Setting special membership meetings beyond the Annual Membership Meeting
- Resident Representative appointment and process
- Fill any board vacancies
- Appointment and removal of Councillors and Alternates
- Appoint standing or special committees
- Determines whether the chapter pays the expenses (including attorneys' fees and disbursements) for the defense of any action made by directors or officers.

In addition to supporting and defending all policies and programs adopted by the board of directors, attending all regular and special meetings of the board, and possible service as a board liaison to a chapter committee, the following are board member expectations (i.e mandatory):

- Earn FACEP if eligible
- Report any conflict of interest
- Participate in a minimum of one PACEP project in coordination with direction from the Chapter President and Executive Committee
- Recruit and mentor at least one PACEP member to a committee
- Attend PACEP Scientific Assembly
- Contribute to PEP-PAC
- Contribute to the drafting and editing of at least once Council resolution per year
- Respond to e-mail requests for action in a timely manner
- Join the ACEP (AND PACEP) 911 Network
- Contact PACEP members whose membership has lapsed

The following are considered expectations of first-term board members per their availability:

- Attend ACEP Leadership & Advocacy Conference (LAC)
- Legislative/Governmental Affairs:
 - Join the ACEP (AND PACEP) 911 Network
 - Conduct a regional/local town-hall style meeting of chapter members
 - Host a legislator visit to your ED
 - Encourage local ED directors to conduct a legislator ED visit
- Membership:
 - Contact a few local members during the year: discuss issues/problems
 - Participate in an ACEP/PACEP residency or medical school visit
- National service:
 - Actively participate on one ACEP committee
 - Join the PA Delegation to ACEP Council

The following are considered expectation of second-term board members as available:

- Serve as a chapter media spokesperson when needed
- Write one PSA/op-ed each year
- Mentor a first term board member
- Nominate one person per year for a PACEP or ACEP award

Expectations of PACEP Councillors/Alternates:

(If expectations are not already met as board members)

- Earn FACEP if eligible
- Attend and participate in Council preparation calls
- Participate in Council resolution writing (each Councillor should co-author or consult on one resolution per year)
- Full Councillors – testify onsite in RefCom for one resolution
- Contribute to NEM-PAC
- Contribute to EMF

Adopted by the PACEP Board of Directors – June 28, 2018