Date: Tuesday, August 4, 2015  
Time: 12:00 PM PT; 1:00 PM MT; 2:00 PM CT; 3:00 PM ET  
Dial in: 1.800.377.8846  
Pass Code: 37484465#  

**In Attendance**  
Kathleen Wolin, ScD, Chair  
David X. Marquez, PhD, Co-Chair  
Lila J. Rutten, PhD, MPH, Past Chair  

**Staff**  
Erin Trimmer  
Johanna Moss  

**Unable/not asked to attend**  
Marian L. Fitzgibbon, PhD, President  
Diane M. Santa-Maria, DrPH, MSN, RN  
Courtney J. Peasant, PhD, MS  
Christopher N. Sciamanna, MD, MPH  
Reginald Tucker-Seeley, ScD  
Kristi D. Graves, PhD  
Elissa Jelalian, PhD  
Molly L. Greaney, PhD  
Amy Stone  

1. **Status Update of Abstract submissions**  
Ms. Trimmer informed the committee that there were 6 abstracts submitted with 24 in draft. As compared to the 2015 annual meeting submissions at the same time there were 7 submitted and 11 in draft.  

2. **Mobile App Update**  
Ms. Trimmer announced to the committee that, after demonstrations from both Cadmium and DoubleDutch and with recommendations from Drs Ellen Beckjord and Brian Keefe of the Digital Health Council, SBM will be moving forward with DoubleDutch for the 2016 Annual Meeting mobile app. Ms. Trimmer provided the committee with a brief description of the features.  

3. **Discussion of Presentation Limit**  
During the submission process it states: “Authors are limited to participation as “presenter” in a maximum of three abstract submissions.” Staff is looking for clarification from the committee on whether this includes sessions proposed by SIGs. Dr. Wolin commented she did not want a presentation limit to inhibit the diversity of thought and exposure at the annual meeting. Dr. Marquez also suggested that as long as the best science is presented he did not feel the limit was necessary to monitor closely. He also mentioned that it would not be worth the amount of staff time it may take to account for each presenter.  

4. **SIG Sponsorship of Sessions**  
Ms. Trimmer offered the following explanation for reference to the committee: for a SIG (or Committee/Council) to sponsor a session, there must be financial backing; honoraria/speaker travel fees, etc). Dr. Rutten clarified that for a SIG (or Committee/Council) to be considered “planned” by a SIG, the group must organize and hold a level of involvement in the actual planning process. Dr. Wolin offered that there is no limit to the number of sessions that can be planned by a particular SIG, however, the sessions must be organized by the SIG.
Staff will communicate to the SIGs that they are to leave the SIG name out of the abstract title during abstract submission and will have the opportunity to let staff know which sessions are planned by each once abstract notifications have been sent out in October.

Dr. Wolin clarified that SIGs cannot begin to promote plenary speakers/sessions until the SBM national office has officially announced the speakers.

5. Update on Plenary Speakers
Dr. Wolin updated the committee on the confirmed plenary speakers, noting that Jon Ebbert, MD had been invited to join the e-cigarette debate with David Abrams, PhD. Dr. Fitzgibbon has recently invited additional speakers for the available plenary sessions.

Next Conference Call
Date: Tuesday, August 18, 2015
Time: 12:00 PM PT; 1:00 PM MT; 2:00 PM CT; 3:00 PM ET
Dial in: 1.800.377.8846
Pass Code: 37484465#