

Society of Behavioral Medicine
39th Annual Meeting & Scientific Sessions
New Orleans – April 11 -April 14, 2018
Program Committee Conference Call

Date: Friday, October 6, 2017

Time: 8:00 AM PT; 9:00 AM MT; 10:00 AM CT; 11:00 AM ET

To join via video: <https://bluejeans.com/521020400?src=calendarLink>

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2) Enter Meeting ID: 521 020 400
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In Attendance

Rachel Shelton, ScD, MPH Chair
David X. Marquez, PhD, Past Chair
Eric Hekler, PhD, Co-Chair

Staff

Mary Dean, JD, CAE
Erin Trimmer
Lauren Seward

Unable to attend

Gary G. Bennett, PhD, President
Kristi Graves, PhD, SIG Chair
Charles Jonassaint, PhD
Ryan Shaw, RN
Andrea Cherrington, MD, MPH
Jennifer Huberty, PhD
Meagan Helmick, MPH, CHES
Deborah Bowen, PhD

1. Approve minutes from 9.12.17 and 9.19.17 calls

Dr. Shelton motioned to approve minutes from the 9.12.17 and 9.19.17 calls. Dr. Hekler seconded, minutes were approved.

2. Review and finalize breakfast roundtable and midday meeting proposals

The committee first reviewed the breakfast roundtable proposals noting that there is sufficient space for all proposals. All breakfast roundtable proposals were accepted. The committee then reviewed the midday meeting proposals. All proposals were accepted; however, due to space constraints only eight midday meetings may be scheduled per day. Ms. Trimmer informed the committee that typically business meetings are best served as breakfast roundtables. The committee identified six midday meeting proposals to reschedule as breakfast roundtables.

3. Review and finalize pre-conference course and seminar proposals

The committee reviewed the course proposals first, and all course proposals were accepted. The committee then took a look at the seminar proposals and identified one proposal for rejection. Three proposals were identified as topics that fall outside of the group's area(s) of expertise. These proposals will be sent to the topic chairs review the abstracts.

4. Discuss program planning meeting – timeline and travel info

The program planning meeting agenda was distributed prior to the call. Staff has requested flight information from Dr. Heckler and Dr. Marquez. All hotel rooms have been confirmed.

4. Discuss proposal to move days for 2019 Annual Meeting

Dr. Heckler will reach out to the Board of Directors prior to the board meeting in November with information about the proposal to move the days of the week that the Annual Meeting will fall upon in the future.

Next Program Committee Conference Call

Date: Tuesday, October 10, 2017

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Program Committee Conference Call

Time: 12:00 PM PT; 1:00 PM MT; 2:00 PM CT; 3:00 PM ET

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