



SOCIETY OF  
BEHAVIORAL  
MEDICINE

## ETCD Council Conference Call

### MINUTES

Tuesday, May 12, 2020

11:00 a.m. PT/12:00 p.m. MT/1:00 p.m. CT/2:00 p.m. ET

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#### **In Attendance**

Valerie Myers, PhD (chair)  
Vicki DiLillo, PhD  
Amy Huebschmann, MD  
Andrea Kozak, PhD  
Morgan Lee, PhD, MPH  
Lori Pbert, PhD  
Lindsay Bullock (staff)  
Andrew Schmidt (staff)

#### **Regrets**

Jamie Bodenlos, PhD  
Courtney P. Bonner, PhD  
Karen Oliver, PhD  
Sherri Sheinfeld Gorin, PhD

#### **Welcome and Minutes**

The April 2020 ETCD Council call minutes were approved as written.

#### **Consultation Program Updates**

Dr. Myers recapped the council's discussion of potential consultation program updates from earlier in the year. Mr. Schmidt noted that EDI web services was prepared to implement a redesigned portal and submission form for the consultation program, however the council may want to confirm consultants' interest in serving and areas of expertise before the form is populated and made available to the membership.

The council considered the types and amount of information that consultants could be asked to provide for their profiles. Among the suggestions were a short biographical statement and/or a link to the consultant's faculty profile, as well as contact information and preferred contact method, and the topic(s) under which the consultant would like to be listed. Determining the available consultation topics in the new version of the program, whether industry- or academia-focused, could also be done in partnership with the interested consultants.

Dr. Myers added that the Digital Health Council would be meeting later in the week and that she planned to reintroduce the consultation program and potential DHC/ETCD collaboration during their call.

Dr. Huebschmann suggested that lack of member input in the design and focus of the consultation program could have contributed to its underutilization in the past, and asked whether it would be possible to survey the membership as part of the program redesign. This could be particularly helpful in setting up new areas of industry-focused consultations, and reorganizing academic topics beyond SIG-centered topics.

Ms. Bullock proposed sending a needs assessment to SBM's new survey panel before reintroducing the consultation to the broader membership. In addition, as SBM Champions, the survey panel members would be strong candidates for serving as consultants in the revitalized program. The council may want to consider inviting the champions and SBM's member delegates as initial new consultants.

Next steps:

- Dr. Myers and Mr. Schmidt will develop a needs assessment to be shared with the survey panel, and extend initial invitations to serve as consultants to the SBM Champions and Member Delegates.

### **Summer ETCD Corner Outlook Article**

Dr. Pbert recommended an article highlighting online continuing education resources, as many SBM members rely on Annual Meeting sessions to fulfill their required number of credit hours and could be looking for replacement courses.

Several council members voiced support of the topic but wondered whether licensure renewal deadlines would occur before the next newsletter was scheduled to publish in late-June. Dr. Myers suggested that the council find a way to collect and share resources before the newsletter publishes, ideally through SBM's social media, in addition to preparing an article describing the CE options and the council's efforts to promote them.

Next steps:

- Dr. Myers will work with SBM staff to circulate a request for CE resources to the SBM membership, and will draft an article based on the results for the summer issue of *Outlook*.

### **Other Business**

Dr. Kozak enquired whether SBM was preparing any contingency plans for the 2021 Annual Meeting. Ms. Bullock reported that the Program Committee was meeting regularly and exploring a variety of options for in-person and virtual programming. A final decision regarding the conference format likely wouldn't be reached until later-summer or fall, however it is expected that the abstract submission system will give presenters the option to have their abstract considered for in-person sessions only, virtual sessions only, or both.

Dr. Huebschmann mentioned that the Student SIG/ETCD Council liaison position is currently unfilled now that Dr. Lee was transitioning to a full council member. Dr. Lee noted that she had reached out to the Student SIG chair and offered to assist with finding a new candidate for her former role. One of the Student SIG officer positions is "Mentorship and Training Coordinator;" the council suggested either inviting that individual to serve as liaison or involving them in the search for another member to fill that role.

Next steps:

- Dr. Myers and Dr. Lee will coordinate with Student SIG leadership to identify a new liaison.

**Next Meeting**

June 8, 2020; 1 p.m. ET