

MASSACHUSETTS MEDICAL SOCIETY HOUSE OF DELEGATES (I-16)

***REFERENCE COMMITTEE C: MMS Administration***

<b>Item #</b>	<b>Title</b>	<b>Code</b>	<b>Action</b>	<b>Page</b>
1	Reducing Barriers to Participation in MMS House of Delegates Meetings for Members with Children/Families	Resolution I-16 C-101	Adopt	1
2	Ensure Representative Diversity in MMS Leadership Pathways	TFDLP Report I-16 C-1 [I-15 C-3]	Adopt	2
3	MMS Committee and Leadership Representation	CWM Report I-16 C-2	Adopt as Amended	3
4	MMS Leadership Promotion and Governance	CWM Report I-16 C-3	Refer to BOT for Report Back A-17	4
5	Proposed Amendment to the Sunset Policy Procedure	CSP/Officers Report I-16 C-4	Adopt as Amended	5
6	Special Committee Renewals	BOT Report I-16 C-5	Adopt as Amended	7

1 Item #: 1  
 2 Code: Resolution I-16 C-101  
 3 Title: Reducing Barriers to Participation in MMS House of  
 4 Delegates Meetings for Members with Children/Families  
 5 Sponsors: McKinley Glover IV, MD  
 6 Resident and Fellow Section  
 7 Aaron Kithcart, MD, Chair  
 8

9 Recommendation:

10  
 11 Mister speaker, your reference committee recommends that Resolution I-16 C-101 **be**  
 12 **adopted.**

13  
 14 **RESOLVED, That MMS explore mechanisms that would allow MMS members with**  
 15 **children/families to participate during HOD meetings, with report back at A-17. (D)**  
 16

17 Fiscal Note: No Significant Impact  
 18 (Out-of-Pocket Expenses)

19  
 20 FTE: Existing Staff  
 21 (Staff Effort to Complete Project)  
 22

23 *Your reference committee heard unanimous support for this resolution. Testimony*  
 24 *included exploring many different mechanisms to encourage members with*  
 25 *children/families to participate during HOD meetings including childcare, eldercare,*  
 26 *establishment of a family-friendly overflow room, and field trips. There was mixed*  
 27 *opinion on whether a one-time survey is useful to explore the needs of the members as*  
 28 *it provides only a narrow snapshot of their concerns, and other methodologies should be*  
 29 *explored in the report as well.*  
 30

31 House Vote: \_\_\_\_\_

Item #: 2  
 Code: TFDLP Report I-16 C-1 [I-15 C-3]  
 Title: Ensure Representative Diversity in MMS Leadership Pathways  
 Sponsor: Task Force on Ensuring Representative Diversity in MMS Leadership Pathways  
 Nidhi Lal, MD, Chair

Report History: OMSS Report I-15 C-3

Recommendation:

Mister speaker, your reference committee recommends that the recommendations contained in TFDLP Report I-16 C-1 [I-15 C-3] **be adopted and the remainder of the report be filed.**

1. **That the Massachusetts Medical Society create a Minority Affairs Section in order to represent underrepresented groups and communities across the membership. The section would be entitled to one delegate in the House of Delegates, and the delegate shall be elected by the section. (D)**
2. **That the MMS obtain race and ethnicity data for MMS members by utilizing all available sources, including third-party vendors, in order to understand the current composition of the MMS membership, and assist in the development of future goals. (D)**

Fiscal Note: Annual Expense of \$5,000  
 (Out-of-Pocket Expenses) (Beginning FY18)  
 One-Time Expense of \$9,000

FTE: Existing Staff  
 (Staff Effort to Complete Project)

*Your reference committee heard testimony both online and in person strongly in favor of these recommendations. A few testified in opposition to creating a Minority Affairs Section questioning the necessity of a formal section. There was overwhelming support in favor of obtaining race and ethnicity data. However, some members testified on the need for maintaining secure and confidential data given the potentially sensitive nature of the data collected.*

*Your reference committee notes that recommendation 1 will be referred to the Committee on Bylaws for a report to the House of Delegates on the necessary bylaws changes.*

House Vote: \_\_\_\_\_

1 Item # 3  
 2 Code: CWM Report I-16 C-2  
 3 Title: MMS Committee and Leadership Representation  
 4 Sponsor: Committee on Women in Medicine  
 5 Helen Cajigas, MD, Chair  
 6

7 Recommendation:  
 8

9 Mister speaker, your reference committee recommends that the recommendation  
 10 contained in CWM Report I-16 C-2 **be adopted as amended by addition and deletion**  
 11 **to read as follows and the remainder of the report be filed:**  
 12

13 **That the Massachusetts Medical Society ~~commit to~~ promote representation in its**  
 14 **leadership and committees that reflects the Society's membership diversity,**  
 15 **demographics, and gender. (D)**  
 16

17 Fiscal Note: No Significant Impact  
 18 (Out-of-Pocket Expenses)  
 19

20 FTE: Existing Staff  
 21 (Staff Effort to Complete Project)  
 22

23 *Your reference committee heard testimony unanimously in favor of this*  
 24 *recommendation. Most of the testimony favored replacing the words "commit to" with*  
 25 *"promote" in part to ensure that quotas would not be required.*  
 26

27 House Vote: \_\_\_\_\_

Item #: 4  
 Code: CWM Report I-16 C-3  
 Title: MMS Leadership Promotion and Governance  
 Sponsor: Committee on Women in Medicine  
 Helen Cajigas, MD, Chair

Recommendation:

Mister speaker, your reference committee recommends that the recommendations contained in CWM Report I-16 C-3 **be referred to the Board of Trustees for report back at A-17.**

1. **That the Massachusetts Medical Society facilitate increased leadership opportunities on its committees by limiting a committee member's service as chair to three consecutive years (not sum total). (D)**
2. **That a Massachusetts Medical Society member's leadership service as chair be limited to not more than one committee concurrently. (D)**
3. **That the Massachusetts Medical Society review the present governance structure for leadership appointments to committees (Chair/Vice Chair), Task Forces (Chair), and appointments to special committees to ascertain whether there may be opportunities to consider improvements in regard to process, inclusion, diversity, and representation of best practices. (D)**

Fiscal Note: No Significant Impact  
 (Out-of-Pocket Expenses)

FTE: Existing Staff  
 (Staff Effort to Complete Project)

*Your reference committee heard testimony both online and in person unanimously in support of the spirit of this report. However, most of the testimony questioned the possibility of unintended consequences of recommendations 1 and 2. For example, some expressed concern that, given the steep learning curve on chairing some committees, such as the Committee on Finance or the Committee on Legislation, a three-year term limit was too brief and should be extended to five or even six years. Some questioned the unforeseen impact of limiting leadership service to not more than one committee concurrently as it could limit the number of potential candidates for committee chair positions and interfere with leadership pathways for diverse groups of members. Still other testimony noted that only appointed chair positions should be assigned term limits leaving elected positions unchanged. Given that recommendations 1 and 2 do not provide adequate specificity and that testimony outlined many of the ambiguities inherent in these recommendations, your reference committee recommends that the report be referred to the BOT with a report back at A-17.*

House Vote: \_\_\_\_\_

Item #: 5  
 Code: CSP/Officers Report I-16 C-4  
 Title: Proposed Amendment to the Sunset Policy  
 Procedure  
 Sponsors: Committee on Strategic Planning  
 Henry Dorkin, MD, Chair  
 MMS Presidential Officers:  
 James Gessner, MD  
 Henry Dorkin, MD  
 Alain Chaoui, MD

Recommendation:

Mister speaker, your reference committee recommends that the recommendation contained in CSP/Officers Report I-16 C-4 **be adopted as amended by addition to read as follows and the remainder of the report be filed:**

**That the Massachusetts Medical Society amend the *Procedures of the House of Delegates* to read as follows:**

**19. SUNSET POLICY**

**A sunset mechanism with a seven-year time horizon shall exist for all Massachusetts Medical Society policy positions and statements established by the MMS House of Delegates. Each adopted resolve or recommendation within a policy shall be considered individually with regard to the sunsetting process. Under the sunset mechanism, a policy will cease to be viable unless action is taken by the House to re-establish said policy. Any action of the House that reaffirms an existing policy shall reset the sunset “clock,” making the reaffirmed policy viable for seven years from the date of its reaffirmation. Any action of the House that modifies an existing policy shall reset the sunset clock, making the consolidated or modified policy viable for seven years from the date of its adoption.**

**Directives adopted by the House which contain time-limited specifics; establish task forces, committees, or other special or ad hoc entities; and directives to amend the *Procedures of the House of Delegates* or the *Bylaws* shall not be subject to the seven-year sunset mechanism and shall sunset automatically at the completion of the directive or document update.**

***Review/Report Process***

**Policies are assigned by officers and staff to the appropriate standing committee/MMS section(s) (in consultation with appropriate special committees) to review and recommend whether to reaffirm, sunset, reaffirm for one year, or amend the policy and provide recommendations to the MMS presidential officers for final review and submission to the House of Delegates.**

***Minor Amendments that Maintain the Original Intent of the Policy***

**The reviewing committee may propose amendments to any policy that maintain *the original intent of the policy*. Such policy amendments may only be adopted or not adopted by the House of Delegates. If a proposed policy**

amendment is not adopted, the original policy will be reaffirmed for one year and referred to the appropriate committee(s) for further analysis and potential submission of a new policy recommendation. Such items must be reported back to the House of Delegates within one year.

The reviewing committees/MMS sections and presidential officers shall prepare a single report recommending policy reaffirmation, policy sunset, policy amendment, and policy reaffirmation for one year pending submission of an updated policy for transmittal to the House on an annual basis, which shall be assigned to a single reference committee for consideration.

A consent calendar format shall be used by the House in considering the policies contained in the report.

***Policies That Require New Policy Recommendations***

If it is determined by the reviewing committee/MMS section(s) that a policy requires a completely new policy recommendation, a new policy recommendation should be submitted for the current Annual Meeting of the House of Delegates by the resolution/report deadline. Such resolutions/reports will not be accepted as late-filed items. If the updated policy recommendation is not submitted for the current Annual Meeting, then such policy will be recommended to be reaffirmed for one year. Following House action the Board of Trustees, and/or any committee(s) designated by the Board of Trustees, will be asked to consider submitting the new policy recommendation. Upon submission and adoption of a new policy recommendation, the old policy will automatically be sunset. If the new policy recommendation is not adopted; the old policy will automatically be sunset. *If new policy is referred, the old policy will be maintained until report back within a one year period.* If no new recommendation is adopted within one year, the policy will automatically sunset.

(D)

Fiscal Note: No Significant Impact  
(Out-of-Pocket Expenses)

FTE: Existing Staff  
(Staff Effort to Complete Project)

*Your reference committee heard testimony predominantly in favor of this report noting that it streamlines the existing committee renewal process and provides CSP with additional time to focus on strategic planning. Some argued that the collective wisdom of the CSP would be lost in making this change, however, others testified that sunset policies will continue to go to the HOD for a vote. The question of who assigns the policies to the appropriate committees under the proposed recommendations was a recurring concern of those testifying. The President clarified that the officers and the staff would assign the policies. Hence, your reference committee made the proposed amendment to reflect this clarification.*

House Vote: \_\_\_\_\_

Item #: 6  
 Code: BOT Report I-16 C-5  
 Title: Special Committee Renewals  
 Sponsor: Board of Trustees  
 James Gessner, MD, Chair

Recommendation:

Mister speaker, your reference committee recommends that the recommendation contained in BOT Report I-16 C-5 **be adopted as amended by addition to read as follows and the remainder of the report be filed.**

**1. That the House of Delegates support the renewal of the following Committees: Geriatric Medicine, History, Information Technology, LGBT Matters, Maternal and Perinatal Welfare, Senior Volunteer Physicians, Student Health and Sports Medicine, Violence Intervention and Prevention, and Young Physicians. (D)**

**2. That the MMS study committee meeting attendance. (D)**

**3. That the MMS report back at A-17 with recommendations for addressing committee appointments and other processes to improve committee meeting attendance. (D)**

Fiscal Note: Average Annual Expense per Committee  
 (Out-of-Pocket Expenses): (for 3 years beginning FY18):  
 \$3,000 per committee, for a total of \$27,000

FTE: Existing Staff  
 (Staff Effort to Complete Project)

*Your reference committee received several proposed recommendations associated with poor attendance at committee meetings. The testimony from the President-elect in response outlined the Officers' commitment to monitoring committee members' attendance. Given these considerations, your reference committee incorporated revised versions of these recommendations in an effort to address the concerns, preserving the original intent of the recommendations.*

House Vote: \_\_\_\_\_



*Mister speaker, this concludes the report of Reference Committee C. My thanks to reference committee members Essam Al-Ansari, MD, Nick Argy, MD, JD, Mr. Patrick Lowe, Mawya Shocair, MD, Mr. Steven Young, and Ms. Marguerite Youngren; Staff coordinators Therese Fitzgerald, PhD; and Brett Bauer; and legal counsel, Paul Auffermann, Esq.*

*For the reference committee,*

*Kathryn Hughes, MD, Chair*