

REPORT OF THE COMMITTEE ON PROGRAM  
Chair: Marty Zaluski, MT

The Committee on Program met on Saturday, October 25, 2019 at the Rhode Island Convention Center in Providence, RI. There were 39 members present. Following introductions, the Dr. Zaluski reviewed procedural practices for the meeting, including:

- Manual of Operating Procedures for Committee Chairs and Committees
- Robert's Rules of Order
- Quorum for Committee Meetings
  - 10 members or 30%, whichever is less
- Voting and use of proxies
- Mission Statements

Next, Ben Richey covered discussion on committee report preparations, and instructions for handling the committee chair packets.

Handling security was discussed next, with instructions to chairs on how to treat emergency issues with respect to personnel and staff at the Convention Center.

Dr. Zaluski, and Resolutions Chair Barb Determan led a discussion on handling resolutions for multiple committees. The practice to have multiple committees approve one resolution was discouraged, since resolutions once approved become an organizational USAHA Resolution. It was further discussed that resolutions that benefit from discussion in different committees is acceptable and encouraged when different expertise is needed.

USAHA will formalize the response process for resolutions, to better qualify responses and required actions moving forward.

Dr. Dusty Oedekoven noted that chairs could be thinking about plans and ideas for the Government Relations meeting to take place in February or March. Chairs are invited to attend if they have issues of significance. A form will be started this year to help ensure topics are given the proper attention and detail with the various meetings.

The following chairs were recognized for their service:

- Liz Wagstrom, One Health
- Tarrie Crnic, Rabies
- Ernest Oertli, Rabies
- Gary Anderson, Diagnostic Laboratory and Veterinary Workforce Development
- Valerie Ragan, Diagnostic Laboratory and Veterinary Workforce Development
- Dale Groteleuschen, Cattle and Bison
- Marianne Ash, Animal Health Surveillance and Information Systems
- Charlotte Krugler, Animal Emergency Management

On overview of the Committee Review Process was provided, with a brief background on successes in this effort. Committees up for review were also discussed, with information on what to expect in the coming year.

Agenda scheduling was discussed, encouraging chairs to make sure ample time is provided for the committee business and resolutions. Business could be handled at any time through the meeting agenda, as chairs saw fit. Some committees do business at the beginning, or middle, to ensure a quorum and tied to any relevant presentations on the topics.

With no other business, the meeting was adjourned.