

**ACME SUBGROUP
 (AMERICAN COMMITTEE OF MEDICAL ENTOMOLOGY)**

Council Meeting Minutes

November 2nd, 2014
 3:30-5:30 pm
 Marriott Beauregard Room, 5th floor
 New Orleans Marriott
 New Orleans, LA

**Chair: Jennifer Anderson, PhD
 Secretary/Treasurer: Rebekah Kading, PhD
 Past Chair: Stephen Dobson, PhD**

1. Call to Order (Jennifer Anderson, PhD)
2. Introductions

a. Attendance

<u>Name</u>	<u>Rotating off</u>	<u>In Attendance</u>	<u>Comments</u>
Sam Telford, MS, DSc	2014	Yes	Hoogstraal Medal Coordinator
Jason Rasgon, PhD	2014	No	
Nora Besansky, PhD, FASTMH	2014	No	
Nicole Achee, PhD	2015	Yes	2015 Chair
Jennifer Anderson, PhD	2015	Yes	2014 Chair
Stephen Dobson, PhD	2015	No	
Lyric Bartholomay PhD	2016	Yes	
Kristin Michel, PhD	2016	No	
Dan Kline, PhD	2016	No	
Rebekah Kading, PhD	2017	Yes	
Maria Duik-Wasser, PhD	2017	Yes	
Gonzalo Vazquez, PhD	2017	No	
Phil Armstrong, ScD	2018	Yes	
Michael Reddy, PhD, MPH	2018	Yes	
Michel Slotman, PhD	2018	No	
Kevin Macaluso, PhD		Yes	
Mark Benedict, PhD		Yes	
Mike Turell, PhD, MPH		Yes	ASTMH program committee member
Brandy St. Laurent, PhD		Yes	Student representative

3. Call to order – Jennifer Anderson
4. Introductions and review of incoming/outgoing councilors

a. Incoming (2015 – 2018 term)

- i. Mike Reddy – Bill and Melinda Gates Foundation
- ii. Michel Slotman – Texas A&M
- iii. Phil Armstrong – Connecticut Agricultural Experiment Station

b. Outgoing 2014

- i. Sam Telford – Tufts University
- ii. Jason Rasgon – Penn State University
- iii. Nora Besansky – Notre Dame University

Sam asked if we should hand over the Hoogstraal duties to another councilor. He is happy to continue but can hand over duties. Council will need to discuss who will handle the Hoogstraal duties in the coming year. *At the conclusion of the annual meeting Nicole asked Sam if he would serve in this role for 2015 and requested Sam to provide a brief outline of responsibilities and timelines for future Hoogstraal Medal appointees.*

5. Election of Chair-Elect from Candidates: Lyric Bartholomay was nominated and is willing to serve. Nicole called for vote. Seconded by Phil. Lyric officially approved as chair-elect. Jennifer welcomed Nicole Achee as the incoming chair for 2015.
6. ACME Report (attached) – was circulated earlier by email for comments and council input
7. Treasurer report on ACME finances (Rebekah Kading)
 - a. \$4,853 in account right now
 - b. Membership fees are our major source of income, and have increased from \$2,880 in 2013 to \$3,425 in 2014.
 - c. Annual meeting expenses keep increasing - \$3072 budgeted this year for the annual meeting – most of that goes towards our networking mixer.
 - d. We received an additional \$1,500 this year from the ASTMH to put towards student travel awards.
 - i. Jennifer Anderson - We need to advocate for continued society funds for travel awards – the gift we got this year may not be for every year.
 - ii. At the conclusion of the annual meeting Nicole Achee was informed that 2015 ASMTM parent council awards will be decided on a per annum basis with confirmation expected by end of calendar year 2014.

- e. At the conclusion of this year's ASTMH meeting we will see some changes to our account, including additional annual meeting charges, deposit from the booth sales, and disbursement of the \$1000 Hoogstraal award.
- i. Sam Telford–Hoogstraal recipient does not always accept the monetary part of the award. He will ask Dr. Lane if he would like to donate his award to ACME.
 - ii. At the conclusion of this year's ASTMH's annual meeting, Dr. Bob Lane did graciously decline to accept the \$1,000 award so that the funds could remain in ACME's account.
8. Hoogstraal Award Update (Sam Telford)
- a. Winner: Bob Lane – UC Berkley, retired 3 years ago but still active. Authority on Lyme disease ecology, particularly in the Western US.
 - b. Candidate pool has been very strong the last 3 years. This year there were 10 candidates. Nominations carry over for 3 years. We are losing a lot of good people to retirement and this is a good opportunity to recognize and thank folks for their career contributions as they retire.
 - c. Lyric Bartholomay – asked about Parent Society Emeritus Memberships and do Hoogstraal recipients receive any honorary membership? Sam Telford– maybe we should approach that with ASTMH to get honorary membership to Hoogstraal winners. Jennifer Anderson – ASTMH voted in about 30 individuals as ASTMH Fellows (FASTMH) this year, so we can definitely approach the Society about getting our Hoogstraal winner on that list.
9. Symposium overview – (Nicole Achee)
- a. First symposium: keynote speaker will be Kevin Sweeney of the US EPA, speaking on “Key policies that affect medical entomology”, covering topics such as data regulations for EPA registrations of new products; new policies related to human landing catches, ovitraps, repellents etc. will be presented.
 - b. Second symposium: “Voices from the Field – the role of medical entomology in public health advocacy”. The objective is to highlight the benefit of Medical Entomology research and researchers in contributing to broader public goals of capacity building and knowledge transfer for a range of diseases.
 - i. Medical entomology in grass roots campaigns – an example from Ghana (Maude C. Meier)
 - ii. Medical entomology and private industry initiatives – partnerships and collective action against vector-borne diseases from New Guinea to Central Africa (Michael Bangs)
 - iii. Medical entomology in shaping government policy – an example from Mexico (Ildefonso Fernandez Salas)
 - iv. Medical entomology in inter-country relations – an example from Thailand and Cambodia (Wannapa Suwonkerd)
10. Discussion of ACME booth (Jennifer Anderson)
- a. We have books left over from last year, ACME logo shirts and hats (courtesy of Amy Morrison); 20 tick shirts from Sam Telford; Jennifer Anderson has malaria t-shirts from Mali; feeders from Thailand
 - b. We have at least 2 people per time slot manning the booth
 - c. Will close down booth during ACME Symposia
 - i. After the annual meeting it was discussed that ACME logo shirts and hats should be brought to the ACME business meeting symposium for improved sales.
 - d. Gonzalo Vazquez designed a brochure about ACME to make available at the booth
11. Mike Turell – representative from the ASTMH Program
- Committee - came from ACAV meeting and they were talking about having resumes/CVs on file from the sub group members. This discussion precipitated from the need to write an obituary for an ACAV member and no one had this person's CV. Having CVs on file would also be useful for outbreak situations for identifying qualified scientists to respond. Can the Society maintain a CV database for members? CVs could be uploaded online when memberships are renewed. The Society feels that if two sub-groups support this idea, the Society will organize it. Sam Telford – motions to support adding a CV to the membership renewal process. Phil Armstrong and Kristin Michel second. Motion passed.
12. Update on Guidance documents –sparked considerable discussion regarding the involvement of ACME in the development of these guidance documents.
- a. Human Subjects (Nicole Achee) – submitted the first complete draft to VBZD in July, reviews were constructive and not difficult to handle. The comments were addressed and resubmitted. Thursday – a couple more comments brought up that need addressed. She expects to have the remaining changes made by the end of the week and resubmit. When it has been accepted, she will talk to ASTMH/ACME about putting a link on the website for article visibility. This article has been in the works for 5 years.
 - i. Mark Benedict– original idea was that ACME would take a very active role in either developing, reviewing and/or vetting (if non-ACME origination) these documents and drafts would circulate among the ACME membership. However, opinions were diverse among the ACME membership. At this point, ACME has no relationship to this guideline development.
 - ii. Lyric Bartholomay– raised the issue of ACME endorsements to add credibility to the various guidance documents in preparation. Jennifer Anderson - at what point in the process do you seek that endorsement? Nicole Achee– needs to be a formal vetting process for ACME. Mark Benedict worked on this but it never got adopted by the ACME Council. Jennifer Anderson– the point is to bring things up to the Council and membership before it is officially endorsed. Nicole Achee – how do we bring ACME into this process? For now, for the HLC manuscript, at least have a link. Kevin Macaluso– parent council has difficulty with endorsements, involves lawyers etc. Maybe just say “members of ACME were involved in this...”
 - iii. Consensus is that ACME should have a role in the creation of these guidance documents but how do we do that? Mark Benedict will send his suggested mechanism/process around again for comment.
 - b. Mosquito Releases (Mark Benedict) –
 - i. Mark Benedict was originally asked by NIH to organize this document. The rough draft focuses on what an experimental release consists of, has a relatively narrow focus, and covers mostly mark-release-recapture studies. The document contains useful considerations for institutional biosafety committees. This document is also being developed outside of ACME.
 - c. Proposal to update the Arthropod Containment Guidelines (Sam Telford)

- i. ACME name is on ACL guidelines
 - ii. Working on version 2 –
 - 1. Reiterate that local institutional biosafety committees should be able to modify any recommendations based on their own internal risk assessments
 - 2. Document was written mainly with flying arthropods in mind, so he has augmented the crawling arthropods component
 - 3. Resource-poor labs in community colleges – emphasize role of local biosafety committees and SOPs
 - 4. Select agent rules need to be considered and followed
 - iii. Sam Telford– would like to circulate this document to the ACME council. Jennifer – wants to circulate Mark’s document first to adopt a process for vetting. Nicole Achee – will send her document around so ACME can decide whether to link it on the website.
 - iv. Mike Turell – suggests sending it to Council for comment, change bylaws, then send to membership to simply “approve” or “disapprove” and give them one week to respond. Impossible to satisfy everyone.
13. Discussion of ACME newsletter and any interest in publishing an additional newsletter
- a. Jennifer Anderson suggests having 2 newsletters – one after mid-year meeting containing update information, and the other right before the meeting to promote the meeting and ACME symposia
14. Discussion of ACME charter updates
- a. Chair-elect – Jennifer Anderson suggests having some stronger language for how the chair-elect is voted in
 - b. Jennifer Anderson will propose language and send it around
15. Membership survey
- a. 87/400 respondents; good age range of respondents
 - b. More responses from non-student population, but our membership is mostly students and post-docs so there was some bias to consider. Most responses from academic institutions. Good distribution of interests and research areas, but not as many student responses as hoped.
 - c. Most respondents worked on mosquitoes, followed by ticks
 - d. Arboviruses and malaria were top two disease systems of respondents
 - e. People join ACME for career networking
 - f. Students and post-docs sought to go into academia for their career – Jennifer Anderson suggests bringing in other perspectives and opportunities since funding to academia is down
 - g. Most people said they would continue to pay for ACME dues when their trainee status ended
 - h. Would people attend a pre-meeting course on medical entomology – 60% yes
 - i. What would you like to get out of ACME
 - i. Networking
 - ii. Develop collaborations
 - iii. ACME social – informal night time
 - iv. Learn about field work
 - v. Keep up with information
 - vi. Professional recognition
 - vii. Identify students
 - viii. Training opportunities for students
16. Discussion of potential pre-meeting course - ACAV and ACME currently don’t offer a pre-meeting course. ASTMH suggested that ACAV and ACME join forces to have a pre-meeting course. Karen Goraleski suggested to ACME to send a proposal in for consideration. Kristin Michel and Lyric Bartholomay were already thinking about such a course for 2016. Jennifer Anderson suggests having a different theme each year for a 1-day course. The inspiration is the Biology of Disease Vectors course that many ACME members have participated in, but our pre-meeting courses have to fit into one day. Jennifer circulated some ideas for comment and the following considerations were discussed:
- a. Budget – it is not cheap - \$15,000 – 22,000
 - i. Much of this expense can be recovered by the tuition rates for the pre-meeting course, but how much is covered would depend on how many people enroll.
 - b. Nicole Achee– can local resources and expertise be tapped into for these courses – like Tulane in New Orleans or CDC in Atlanta?
 - c. Lyric Bartholomay – BEI has funds for workshops. The original idea for the BEI workshop was to have a 2-day workshop in conjunction with the ASTMH meeting in Atlanta in 2016 to bring in people with key expertise in rearing different arthropod taxa. It was too complicated and expensive for BEI and they wanted the workshop to take place in Washington DC. In a follow-up conversation with the BEI focus group on vector biology, at this’ year’s ASTMH meeting, identified another opportunity to submit a workshop proposal for 2015. Lyric Bartholomay and Kristin Michel now have such a proposal in preparation for 2015 to develop SOPs for different species of vectors to mirror the Anopheles online manual that was developed by MR4 and offered through BEI and MR4. The suggestion is now to have ACME organize a hands –on workshop dealing with rearing, forced matings, good techniques, with the goal of offering this for ASTMH Atlanta 2016. Regarding potential sponsorship with BEI – BEI want ACME to fund the 2016 workshop through ASTMH and BEI will potentially sponsor the SOP workshop in 2015.
 - d. Jennifer Anderson– wants to attract international participants. Not sure about joint ACME-ACAV course – the theme would need to be right. Jennifer Anderson got some information from Buffy Finn on the attendance to non-clinical courses:
 - 1. How many people generally attend the basic sciences pre-meeting course? Basic Science varies. A few years ago they had just over 30 attendees which is very low. This year they will probably end up with 60+ attendees. The Global Health and Clinical both have over 70 attendees so far.
 - 2. Do mainly students attend? Some students attend but not many.
 - 3. The costs are hefty - do groups get financial sponsors to help fund the course? Do groups generally rely solely on registration fees to fund the course? Nope, they rely solely on the registration fees.
 - e. Sam – clinicians are always asking how to identify ticks and mosquitoes – would be a practical first course to offer in 2015, and reach out to the clinical ASTMH community
 - i. Nicole Achee – start small with 7 or 8 speakers in 2015 related to ‘Clinical Entomology’ to highlight various ACME ‘themes’ and see how it goes. Kristin Michel – next year [2016] we can do a more technical workshop that targets ACME members.
 - ii. Jennifer Anderson – agree that we will shoot for this clinical entomology course next year – need a committee to work on this. Nicole Achee volunteered to work on it – Sam and Kristin Michel will help. The subcommittee will have a conference call following the 2014 ASTMH meeting.
17. New Business - none
18. Adjournment

ACTION ITEMS:

1. Council needs to discuss who will handle the Hoogstraal duties (Sam Telford or someone new)
 2. Advocate for continued ASTMH funding of student travel awards for our subgroup
 3. Approach ASTMH about adding our Hoogstraal recipients to the list of honorary ASTMH memberships (ie ASTMH Fellows)
 4. Follow up with ASTMH that ACME also supports having members upload their resume/CV during membership renewal
 5. Guidance documents
 - a. Jennifer Anderson will circulate Mark's suggested document
- b. Sam Telford will circulate his draft of ACL version 2 for ACME Council comment
 - c. Nicole Achee will circulate her accepted manuscript, and possibly put a link on the website
 - d. Approach Adriana Costero about seeking ACME endorsement for the mosquito releases document
6. ACME charter update – Jennifer Anderson will draft new language for how a chair-elect is voted in
 7. Pre-meeting course proposal development for 2015 – Nicole Achee, Sam Telford, Lyric Bartholomay and Kristin Michel.

AMERICAN COMMITTEE OF MEDICAL ENTOMOLOGY (ACME)

AMERICAN COMMITTEE OF MEDICAL ENTOMOLOGY (ACME) CHARTER

Name. The name of the organization shall be the American Committee of Medical Entomology (acronym—ACME). It is organized under the auspices of the American Society of Tropical Medicine and Hygiene (ASTMH), and will meet at least annually in conjunction with that society's annual meeting.

Objectives. The objectives of ACME shall be as follows

1. To promote medical entomology in the ASTMH and in organizations whose scopes of activities include the area of human diseases transmitted by arthropods.
2. To organize symposia or workshops annually that emphasize, but are not limited to, the contributions of medical entomology to tropical medicine.
3. To encourage active participation of medical entomologists in the ASTMH.
4. To recognize outstanding contributions by medical entomologists.

Membership. Membership is effective for one year and shall result from either of two acts: 1. Payment of a fee of \$25 to the ASTMH designated for ACME membership. (Funds shall be placed in the ACME account [1].); 2. Students and post-doctoral fellows may become ACME members by signing up and are not required to pay ACME membership dues. All ACME members must be in good standing as members of the ASTMH.

Officers. There shall be an Executive Council comprised of twelve [12] members, including a Chairperson, a Chairperson-elect, a Past-Chair, and a Secretary-Treasurer. Officers must be ACME members at the time of their election. Executive Council members serve four-year terms, and three new members shall be elected each year. Terms of service begin with the Executive Council meeting held the year of election and end with the Executive Council meeting at the end of the fourth year i.e. Executive Council members attend five meetings. The Chairperson, Past-Chair and Chairperson-elect serve for one year. The Secretary-Treasurer shall serve for a period of one to three years. The Past-Chair is an *ex officio* member of the Executive Council without Council voting rights if they have exceeded their fourth year of Council membership.

SELECTION OF OFFICERS:

Executive Council members. The three members who are due to rotate off the Executive Council shall comprise the nominating committee each year. They shall meet at the beginning of their third year of service immediately following the annual ACME business meeting and prepare a slate of nominees for election to the Executive Council. This slate shall consist of the names of at least five individuals. Nominees must be ACME members at the

time of their nomination and must either have not previously served on the Executive Council OR one of the following is true:

1. They are presently filling unexpired vacancies created by death or resignation from the Executive council
2. They have been off the Executive Council for at least one full year

It shall be the responsibility of the Nominating Committee to determine the eligibility of the nominees and to ascertain their willingness to serve on the Executive Council if elected. Upon completion of the slate of nominees and ascertaining the willingness of the nominees to serve, the Nominating Committee shall submit the slate to the Secretary-Treasurer, who shall prepare ballots to be sent to all members. Election should be completed no later than July 1 following the annual business meeting. Executive Council members elected shall assume office at the beginning of the following Executive Council meeting.

Chairperson-Elect. The Executive Council shall elect a Chairperson-Elect from among their members during the annual meeting of the Executive Council. Service as Chairperson-Elect begins at the end of the next ACME Business meeting.

Chairperson. The serving Chairperson-Elect shall assume the responsibilities of the Chairperson when the newly elected Chairperson-Elect assumes office.

Past-Chair. The Chairperson from the previous year shall serve as the Past-Chair.

Secretary-Treasurer. The Executive Council shall elect a Secretary Treasurer (which may include self-nominations) from among their members at any time there is a pending vacancy of the office. Election shall be for a period of no more than three years and is contingent upon annual election by the Executive Council.

Duties of Officers.

Chairperson. The Chairperson shall represent ACME to other Organizations, shall officiate at all meetings of the Executive Council and at annual business meetings, shall submit an annual report to the Executive Council of ASTMH, make all appointments for ACME, such as the individual to present the Hoogstraal Medal for Outstanding Achievement in Medical Entomology.

Chairperson-Elect. The Chairperson-Elect shall assist the Chairperson, shall serve in the absence of the Chairperson, and shall be responsible for the organization of symposia and workshops at the annual meeting of the ASTMH.

Past-Chair. The Past-Chair shall serve as a counselor to the Chairperson, particularly to maintain ACME institutional memory in council actions and decisions. They may also be called upon by the Chairperson to attend the ASTMH Executive Council Annual and Mid-year meetings in the Chairperson's stead if needed.

The Chairperson, Chairperson-Elect, and Past-Chair are to serve jointly as ACME leadership, including each other in ACME business communications and decisions throughout the year, to competently guide ACME in the present and future.

Secretary-Treasurer. The Secretary-Treasurer shall maintain the membership rolls, shall record minutes of all meetings, shall prepare and mail ballots for election, and shall receive, disburse and maintain an accounting of all moneys used by ACME. The Secretary-Treasurer keeps records of the council members and officers and shall notify Executive Council members of the years of the meetings they are expected to attend.

Other Procedures.

Subcommittees. Subject area subcommittees can be established and abolished by the Executive council.

Unusual vacancies. In the event of vacancies created on the Executive Council by death or resignation, additional nominations will be made by the members of the Executive Council and will be included on the annual ballot for vote by the membership to complete the unexpired terms. In such cases, individuals receiving the next highest number of votes to the three individuals elected to full terms will be elected to complete the unexpired terms.

Adoption of subsequent modifications. The adoption of this document and subsequent changes shall be upon recommendation of the Executive Council and affirmation by a simple majority of those members present at the annual ACME business meeting and will be effective immediately.

ACME Executive Council Members 2015

Member	Position	Term Expires
Nicole Achee	Chair, Councilor	2015 (2016)*
Lyric Bartholomay	Chair-elect, Councilor	2016 (2016)*
Jennifer Anderson	Past-chair, Councilor	2014 (2015)*
Rebekah Kading	Secretary-Treasurer	2017
Lyric Bartholomay	Councilor	2016
Kristin Michel	Councilor	2016
Dan Kline	Councilor	2016
Maria Diuk Wasser	Councilor	2017
Rebekah Kading	Councilor	2017
Gonzalo Vazquez	Councilor	2017
Michael Reddy	Councilor	2018
Philip Armstrong	Councilor	2018
Michel Slotman	Councilor	2018
Sam Telford	Hoogstraal Medal Coordinator	
Ellen Dotson	Student Award Coordinator	

(*date indicates Council term limit)

Awards

ACME has presented the Harry Hoogstraal Medal for outstanding lifelong service to Medical Entomology since 1987.



Recipient	Year
Robert Lane	2014
Barry Beaty	2013
William Reisen	2012
Abdu Azad	2011
Willy Burgdorfer	2010
William Collins	2009
Daniel Sonenshine	2008
Bruce Eldridge	2007
Mario Coluzzi	2006
Robert Washino	2005
John D. Edman	2004
Andrew Spielman	2003
Michael Service	2002
Chris Curtis	2000
Gene R. DeFoliart	1998
George B. Craig, Jr.	1996
A Ralph Barr	1995

¹ Accepted by those attending the ACME business meeting at the 2003 ASTMH National meeting in Philadelphia.

² In 1990, the membership voted (90 for; 11 against) to increase the term of membership on the Executive Council of the American Committee of Medical Entomology from three to four years. As a result, the number of persons serving on the Executive Committee at any given time will be 12.

³ This revised charter was accepted unanimously by a vote of those attending the ACME business meeting at the 2012 ASTMH Annual Meeting in Atlanta.

Thomas H.G. Aitken	1993
James H. Oliver	1992
William L. Jellison	1991
William R. Horsfall	1990
Robert Traub	1989
Lloyd E. Rozeboom	1988
William C. Reeves	1987

ACME Travel Award

Marta Moreno Leirana	2014
Christina Newman	2014
Margaret Paternina Gomez	2014
Robert McCann	2013
Anthony Clemons	2012
Julia Brown	2011
Cara Henry-Halldin	2010
Win Surachetpong	2009
Lauren Cator.....	2009
Meera Venkatesan	2008
Nicole Gottdenker.....	2008
Maria Julia Dantur Juri.....	2007
Lisa Purcell	2007
Luca Facchinelli	2006
Sonja Kjos	2006
Sharon Minnick.....	2005
Rebekah Kent.....	2005
Vincent Payet.....	2004
Rebecca Robich	2004
Patricia Nkem Okoye	2003
Junghwa Lim	2003