

## AMERICAN COMMITTEE ON ARTHROPOD-BORNE VIRUSES (ACAV)

### ACAV 2018 Annual Business Meeting Minutes

Prepared by Lark Coffey

#### Marriott Hotel

#### New Orleans, Louisiana

October 28, 2018

Chair: Desiree LaBeaud

Secretary: Lark Coffey

Treasurer: Rebecca Christofferson

Chair-Elect: Lark Coffey

#### General

- ACAV is in debt \$3,185.
- Part of this debt includes the Shope Fellowship funds, which are in the negative by \$1,093.
- A question was raised as to whether we can we use some of our restricted funds to resolve these debts? If not, we only have \$6,815 from ASTMH for 2019. The new treasurer, Rebecca Christofferson, reported that paper files containing information about what the restricted funds are to be used for would be shipped from the University of Texas Medical Branch, where they are currently held by the former Treasurer, Scott Weaver, to the ASTMH main offices. ACAV hopes that ASTMH staff will determine restrictions on funds in ACAV holdings in early 2019.
- ACAV membership from 2017 to 2018 increased from 339 to 446. This represents a 30% increase in membership. Sixty-nine percent of our members are students/trainees.
- In 2019, the ASTMH plans a change in bylaws to allow emeritus members to vote in ASTMH elections, including for President and Councilors.
- The Editors of *AJTMH* are reluctant to define the Scope of the journal in a paragraph on Journal website. Judgement as to whether a manuscript submission fits into the journal's Scope ultimately comes down only to Dr. Rosenthal's judgment. Dr. Rosenthal considers arboviruses that not endemic to the tropics to be within scope. Discussion was focused on whether arbovirus subject matter experts are consulted by Dr. Rosenthal on whether submissions fit into *AJTMH* scope. Dr. Blitvich, who is an *AJTMH* editor, stated that he believes most arbovirus submissions are sent to subject editors for consultation.

#### Subcommittee on Information Exchange (SIE)

- In 2019, ACAV SIE plans to streamline logo design of ACAV and to initiate a vote for new designs on social media.
- Chris Roundy volunteered to join the for social media

task force.

- A discussion was had as to whether attending the annual ASTMH meeting is a requisite for joining ACAV? The consensus was no.
- A suggestion was made to invite non-meeting attendees to join ACAV via an email, indicating clearly that membership in ASTMH is not a requirement for membership in ACAV.
- A movement was made to better advertise for new members on the ACAV website.
- A suggestion was made to update the ACAV website to include the following:
  - More 'living' content
  - Links to archives of prominent member videos
  - Develop and link to an ACAV YouTube channel
- A suggestion was made to start several Facebook groups: a general group and a trainee group
- ACAV would need to define the mission of Facebook groups.

#### Subcommittee on Interrelationships Among Catalogued Viruses (SIRACA)

SIRACA deals with systemics and taxonomy, and exchange of viruses. SIRACA holds an informal symposium each meeting. This year there were 4 presentations/games:

- 1) Nextstrain.org. by Dr. Nathan Grubaugh. Highlighted use of website and encouraged virus sequence submissions.
  - 2) Virus taxonomy by Dr. Andrew Haddow. Highlighted proposed changes to International Committee on the Taxonomy of Viruses (ICTV) that impact arboviruses and some hemorrhagic fever viruses.
  - 3) Kyasanur forest disease virus re-emergence in India
  - 4) Vector jeopardy game
- Drs. Robert Tesh and Ann Powers highlighted that the Arbovirus catalog (ArboCat) desperately needs updating. Dr. Powers stated that ArboCat receives hundreds of searches each month, indicating that people value it as a resource. A discussion ensued on how to fund the catalog. Suggestions included the CDC or the National Library of Medicine (NLM). Emphasis was made that the catalog needs a dedicated person. Dr. Andrew Haddow offered to work with NLM contacts; he thinks they offer grants.

#### Subcommittee on Arbovirus Laboratory Safety (SALS)

- West Nile virus (WNV) and St. Louis encephalitis virus (SLEV) will be downgraded to BSL-2.  
This change will be made official when the 6th edition of the Biosafety in Microbiological and Biomedical Laboratories (BMBL) is published in early spring 2019.

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### Discussion:

- What role does SALS want to have in making containment recommendations?
- How do we know what makes something a 2 or a 3?
- Are the BMBL criteria enough?
- We need a systematic evaluation of an agent to justify classification based on virulence.
- Suggestion: Start a SALS committee group of SMEs who can support the recommendations
  - Invite someone to subcommittee who knows about animal containment
  - Proposed criteria for classification
    - Known instances of human infections in laboratory\*
    - Aerosol infectivity
    - Severity of human disease
- The proposal to downgrade chikungunya virus (CHIKV) to a BSL-2 agent was rejected by SALS.

\*Some members indicated this data is difficult to obtain given that many laboratories are not open to sharing information about laboratory-acquired infections.

### Outgoing ACAV Chair Desiree LaBeaud's comments from the ACAV Annual Business Meeting

- ACAV hosted 3 Mentorship activities at the 2018 ASTMH meeting
- This year, we focused on
  - Recruitment
    - Recruitment Task Force New Nominees:
      - Andrew Haddow
      - Kristy Murray
      - Nunya Chotiwan
      - Maria Onyango, Student Councilor
  - Networking
  - Education (Digital)
    - Education Task Force New Nominees:
      - Kathy Hanley
      - Nikos Vasilakis
      - Shannon Rossi
- In 2019 ACAV plans to:
  - Continue to support/reward excellent research in arbovirology
  - Update the ACAV website
  - Update the ArboCat
- Richard Taylor Awardee
  - Laura Kramer
- Scherer Hardy Awardee
  - Nathan Grubaugh

- Outbreak reports
  - KFDV India, understudied
  - CHIKV Sudan, more than 13K cases
  - YFV Brazil, 2016-2018, >2,100 cases, CFR: 744, >5,000 NHP deaths
- Dr. Adrian Diaz was the LMIC faculty awardee. He presented at talk on the effect of land use on the transmission of arboviruses.
- Amy R. Krystosik was the 2017 Shope award winner. She presented a talk on Miniaturized Automated Whole Blood Cellular Analysis System to Assess Immunity to Arboviruses in Msambweni, Kenya.
- ACAV gave 7 trainee travel awards and 1 faculty travel award to attend ASTMH in 2018.

## AMERICAN COMMITTEE ON ARTHROPOD-BORNE VIRUSES (ACAV)

### ACAV Executive Council Members—2019

Member/Position	Term Expires
Lark Coffey, <i>Chair</i> .....	2019
Desiree LaBeaud, <i>Past-Chair</i> .....	2019
David Morens, <i>Chair-Elect</i> .....	2019
Shannon Bennett, <i>Secretary</i> .....	2019
Rebecca Christofferson, <i>Treasurer</i> .....	2019
Donald Burke, <i>Archivist/Historian</i> .....	2019
Laura Kramer, <i>Councilor</i> .....	2020
Desiree LaBeaud, <i>Councilor</i> .....	2020
Rebecca Christofferson, <i>Councilor</i> .....	2021
Lark Coffey, <i>Councilor</i> .....	2021
Thomas Ksiazek, <i>Councilor</i> .....	2021
David Morens, <i>Councilor</i> .....	2021
Shannon Bennett, <i>Councilor</i> .....	2022
Louis Lambrechts, <i>Councilor</i> .....	2022
Maria Onyango, <i>Councilor for Trainees</i> .....	2019
Ann Powers, <i>Ex Officio Chair SIE</i> .....	2019
Thomas Ksiazek, <i>Ex Officio Chair SALS</i> .....	2019
Mike Turell, <i>Ex Officio Chair, SEAS</i> .....	2019
Scott Weaver, <i>Ex Officio Chair, SIRACA</i> .....	2019

## GUIDELINES FOR THE AMERICAN COMMITTEE OF ARTHROPOD-BORNE VIRUSES

During the 1987 executive council meeting of the American Committee on Arthropod-borne Viruses (ACAV) in Los Angeles, it was agreed that guidelines for the committee need to be established and recorded in a single document. The ACAV currently operates under procedures that are stated in various reports. A summary statement of the ACAV organization would assist new executive council members

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and chairpersons in understanding how the committee operates. In addition, modifications in procedures could easily be incorporated into a centralized body of information.

The information that follows is intended only as a guide for the ACAV organization; goals of the ACAV are stated in other publications. During the formation of ACAV it was agreed that the group would not be a formal organization with by-laws. Rather, it would provide a forum for exchange of information among people interested in arbovirus research.

The ACAV meets annually in association with the American Society of Tropical Medicine and Hygiene (ASTMH). An executive council is the governing body of the ACAV. The council is chaired by a person who directs council and committee meetings and retains the ACAV files. The chairperson of the executive committee serves a 4-year renewable term and is elected by the executive council at the annual council meeting. The council consists of six people who each serve a 4-year term. New council members are elected by members of the ACAV. Council members who are rotating off form a search committee that nominates council candidates; the slate of candidates must be approved by the existing council. The chairperson of the council sends ballots to the ACAV membership. The candidates who receive the most votes are notified and take office at the next annual meeting of the ACAV. There is no quorum for the election of officers or for other council and committee votes. Should a member of the executive council resign or leave the ACAV, a new council member is appointed by the executive council to complete the original member's term.

Other ACAV positions include a secretary, treasurer, historian and international advisors. The secretary is the newest member of the council and records minutes of the council meeting. The treasurer is appointed to a 4-year renewable term by the executive council and maintains the ACAV funds in a subaccount of the ASTMH. Withdrawals and deposits from the ACAV account are arranged with the treasurer. The council chairperson must approve all withdrawals,

The historian is designated by the council and provides historical information on the operation of the ACAV. The council selects international advisors, determines the number of advisors, and defines the length of the advisor's terms.

All people interested in joining the ACAV may do so by attending a meeting and signing their name to the attendance sheet. Membership in the ASTMH is not a requirement for membership in the ACAV. People missing three consecutive meetings will lose their membership in the ACAV. Exceptions to this attendance rule are made for people with emeritus status and for some overseas participants. Emeritus status

is automatic upon retirement. The executive council must approve an attendance exception for people living overseas.

Subcommittees are an important part of the ACAV and are formed when sufficient interest is presented to the executive council by ACAV members. The council reviews proposed subcommittees and decides whether a particular subcommittee is needed. When council approves the formation of a subcommittee, it appoints a chairperson. The subcommittee chairperson, in consultation with the ACAV chairperson, appoints subcommittee members. New subcommittees formalize their objectives and structure. All subcommittees report progress on objectives at the annual meeting to the ACAV.

The ACAV presents three awards, when appropriate, in staggered three-year intervals. The chair of the executive council appoints a nominating committee for each award. Recipients of awards are selected by the executive council. An announcement requesting nominations for each pending award is published in the Tropical Medicine and Hygiene News at least six months prior to the ASTMH annual meeting. This procedure provides the nominating committee with nominations and documentation from ACAV members. The Scherer/Hardy Award is given to an outstanding graduate either before graduation or up to 3 years post-graduation. Accrued interest

### Awards

#### Richard M. Taylor Award

Presented to a person who has made outstanding contributions to arbovirology throughout his or her career.

Laura Kramer . . . . .	2018
John (Jack) Woodall* . . . . .	2016
Carol Blair . . . . .	2015
Barry Beaty . . . . .	2012
C.J. Peters . . . . .	2012
Thomas Yuill . . . . .	2009
Robert Tesh . . . . .	2009
Charles Calisher . . . . .	2006
Frederick A. Murphy . . . . .	2002
Philip K. Russell . . . . .	2000
Leon Rosen . . . . .	2000
Scott Halstead . . . . .	1999
Thomas Monath . . . . .	1994
James Hardy . . . . .	1990
Robert E. Shope . . . . .	1987
Karl Johnson . . . . .	1987
Harry Hoogstral . . . . .	1984
Thomas H.G. Aitken . . . . .	1984
Telford Work . . . . .	1981

\*Given out of rotation

Ottis and Calisa Causey . . . . . 1980  
 Wilbur Downs . . . . . 1979  
 Pedro Galindo . . . . . 1977  
 Roy W. Chamberlain . . . . . 1975  
 William C. Reeves . . . . . 1973  
 McD. Hammon . . . . . 1970  
 Jordi Casals . . . . . 1968  
 Richard M. Taylor . . . . . 1966

#### **Dalrymple/Young**

Kathryn Hanley . . . . . 2016  
 Ebihara Hidecki . . . . . 2013  
 Jonathan Towner . . . . . 2010  
 Heinz Feldmann . . . . . 2005  
 Scott C. Weaver . . . . . 2002  
 Stuart T. Nichol . . . . . 1999  
 Connie Schmaljohn . . . . . 1996  
 James LeDuc . . . . . 1990  
 Donald Burke . . . . . 1990  
 Barry Beaty . . . . . 1988  
 Thomas Monath . . . . . 1985  
 David Bishop . . . . . 1982

#### **Scherer/Hardy Award**

Nathan Grubaugh . . . . . 2018  
 Farooq Nasar . . . . . 2015  
 Alexander Ciota . . . . . 2013  
 Amy Schuh . . . . . 2013  
 Brian Bird . . . . . 2010  
 Patricia V. Aguilar . . . . . 2007  
 Gregory D. Ebel . . . . . 2004  
 Aaron Brault . . . . . 2001  
 Ann M. Powers . . . . . 1997  
 Kurt Kamrud . . . . . 1997  
 Scott C. Weaver . . . . . 1993  
 George Ludwig . . . . . 1989  
 Rebeca Rico-Hesse . . . . . 1986  
 Daniel Sundin . . . . . 1983

#### **ACAV Student Travel Award**

Juan Aguilar . . . . . 2018  
 Nikita Cudjoe . . . . . 2018  
 Laura Dickson . . . . . 2018  
 Danilo Lemos . . . . . 2018  
 Daniela Michlmayr . . . . . 2018  
 Ranya Mulchandani . . . . . 2018  
 Nivison Nery, Jr . . . . . 2018  
 Maria Onyango . . . . . 2018  
 Nunya Chotiwan . . . . . 2017  
 Amy Krystosik . . . . . 2017  
 Carla Mavian . . . . . 2017  
 Erin McDonald . . . . . 2017  
 Wen Yang Tsai . . . . . 2017  
 Joseph Fauver . . . . . 2016  
 Claire Heath . . . . . 2016  
 Devika Sirohi . . . . . 2016

James Weger . . . . . 2016  
 Albert Auguste . . . . . 2015  
 Rebecca Hamlin . . . . . 2015  
 Lewis Hun . . . . . 2015  
 Stacy Scroggs . . . . . 2015  
 Nunya Chotiwan . . . . . 2014  
 Brittany Dodson . . . . . 2014  
 Nisha Duggal . . . . . 2014  
 Nathan Grubaugh . . . . . 2014  
 Meghan Elizabeth Hermance . . . . . 2014

#### **Kelly Labell Travel Award**

Nicholas Bergren . . . . . 2013  
 Andrea Bingham . . . . . 2012  
 Patrick Vander Kelen . . . . . 2011  
 Sheri Anderson . . . . . 2010  
 Nicole Arrigo . . . . . 2009

## ACME SUBGROUP (AMERICAN COMMITTEE OF MEDICAL ENTOMOLOGY)

### Council Meeting Minutes

October 28, 2018

4:00-5:30 pm

Marriott New Orleans- Iberville

*Chair:* Phil Armstrong, PhD

*Secretary/Treasurer:* Alvaro Molina-Cruz, PhD

*Past Chair:* Gonzalo Vazquez-Prokopec, PhD

**Call to Order** (Phil Armstrong)

### 1. Attendance

Position	Member	Term Expires*	In attendance
<b>Chair</b>	Philip Armstrong	2018	Yes
<b>Chair-elect</b>	Matt Thomas	2020	Yes
<b>Past-chair</b>	Gonzalo Vazquez-Prokopec	2017	Yes
<b>Secretary/Treasurer</b>	Alvaro Molina-Cruz	2019	Yes
<b>Councilor</b>	Molly Duman Scheel	2022	Yes
<b>Councilor</b>	Gonzalo Vazquez-Prokopec	2017	Yes
<b>Councilor</b>	Michael Reddy	2018	Yes
<b>Councilor</b>	Philip Armstrong	2018	Yes
<b>Councilor</b>	Michel Slotman	2018	No
<b>Councilor</b>	Kate Aultman	2019	Yes
<b>Councilor</b>	Alvaro Molina-Cruz	2019	Yes
<b>Councilor</b>	Laura Harrington	2020	Yes
<b>Councilor</b>	Matt Thomas	2020	Yes
<b>Councilor</b>	Diana Ortiz	2020	Yes
<b>2017 Student Representative</b>	Maria Luisa Simoes	2018	Yes
<b>2018 Student Representative</b>	Andrew Golnar	2018	No
<b>Hoogstraal Medal Coordinator</b>	Gonzalo Vazquez-Prokopec	2017	Yes
<b>Councilor</b>	Ellen Dotson	2021	Yes
<b>Councilor</b>	Chris Barker	2021	Yes
<b>Councilor</b>	Gabriel Hamer	2021	Yes
<b>Councilor</b>	Molly Duman Scheel	2022	Yes
<b>Councilor</b>	Audrey Lenhart	2022	Yes
<b>Councilor</b>	Doug Norris	2022	Yes
<b>Past concilor</b>	Michael Turell		Yes

(\*date indicates Council term limit)

**4:00-4:15 Treasury Report.** Sent in advance.

Alvaro- The total net assets for all ACME funds were \$9,566 for the period ending in June 30, 2018. The revenue from memberships for the period 2017-2018 was \$3,925. The extra \$10,000 funds given by the ASTMH council to ACME in 2017-2018 were mainly used for the 2017 Student Travel awards (\$3,800), 2018 for Breakthrough in Medical Entomology Award (\$1,000), two 2018 Future Leaders in Medical Entomology Awards (\$4,000), 2017 booth items (\$421.23), 2017 meeting related activities (\$604.78) to total spent \$9,826.01, the remaining is not transferable to the 2018-2019 fiscal year. The expenses of the annual ACME Council meeting were decreased substantially from \$3,748 in 2016 to \$406.80 in 2017 and plan to decrease them further in 2018 by canceling refreshment catering. There was also a significant decrease in the losses of investments from 2016-2017 to 2017-2018. The ASTMH Council awarded again \$10,000 to ACME in 2018 for its initiatives and it is planning to do so as well in 2019 but we have no assurance for further years.

Matt- At the mid-term ASTMH council meeting there was a general sense that the council will keep funding the sub-groups beyond 3 years.

Phil- The general council was pleased with the use of the extra funds and will likely continue beyond 3 years.

Gonzalo- Recipients of awards that want to donate the monetary part of the award should receive the money and write a check to ACME so that the funds remain in ACME's funds.

Phil- ACME gave 8 awards in 2018 in part thanks to the support from the general council.

**4:15-4:30 Council Elections.**

Introduction of New Council Members, Molly Duman Scheel, Audrey Lenhart, and Doug Norris.

Introduction of New Trainee Member, Andrew Golnar (not present).

Nomination of Chair-Elect. Ellen Dotson was the only nominated person for chair; voted on Ellen- elected.

Suggestions for council members, 2019. Members rotating out in 2019 (Matt, Kate and Jason) were asked to identify at least 5 nominees by the end of 2018.

Gabe- It would be great to bring in international council members.

Phil- It would be a great addition to the council, but it would be expected that the international member attends the ASTMH meeting.

Kate- It would be good to have an updated directory of members to help identify council nominees.

**Task Force Updates.****4:30-4:50****AWARDS.**

Members. Matt Thomas, Phil Armstrong, Kate Altman, Laura Harrington, IDENTIFY MEMBERSHIP FOR 2019: Ellen and Doug volunteered for student travel award.

-Identify leadership for achievement awards (Hoogstraal, Breakthroughs and International leader: Matt, Ellen, Phil), trainee awards. Inform parent council to update Council roles.

Accomplishments. There were 8 awardees in 2018 There was a good number of applicants: 28 for students, 28 for international, 8 for postdocs awards. The international leaders and Breakthrough awards are lagging in applicants.

-Outstanding honorees for 2018. Phil- The 2018 Hoogstraal awardee is Tom Scott

Gonzalo- We need keep in mind gender equality among future awardees.

-Used the extra \$10K from ASTMH to increase the number of awardees

**Challenges.**

-Few qualified applicants for the International Leaders and Breakthrough Awards during 2018 there is a need to announce these awards more effectively.

-Loss of corporate sponsorship from SC Johnson. Michael Reddy and Laura volunteered to reengage SCJohnson to fund again ACME Breakthrough an International leaders Awards.

-Review the application process to increase the number of applicants. Phil- The application requirements could be streamlined.

-Means to advertise for International Trainee Award.

-Identify potential donors (through ASTMH) with the aim to secure funds for future and current awards.

Gonzalo- ACME has an ASTMH authorized letter to approach other possible donors.

**4:50-5:00****TRAINEES.** Maria Luisa, Diana, Andrew.

Members.- IDENTIFY MEMBERSHIP FOR 2019. Andrew will be heading the identification.

Accomplishments.

-Participation in Speed Networking and ACME/ACAV Lunch Networking events. Maria Luisa invited for both events. There is still space for students for the Speed Networking event, it also conflicts with the ACME Symposium.

Challenges.

Goals. Suggestions.

-Discuss ways to to engage and support trainees in addition to the networking events and travel awards

Please ATTEND ACME LUNCH NETWORKING EVENT noon to 1:00 pm on Monday October 29th at the Marriott – Preservation Hall Studio ½ (2nd Floor)

#### **5:00-5:10 ADVOCACY.**

Members. Phil Armstrong, Ellen Dotson.

IDENTIFY MEMBERSHIP FOR 2019. Ellen Dotson volunteering.

Accomplishments.

-Revised Arthropod Containment Guidelines approved.

Challenges.

Goals. Suggestions.

-Publication of ACG

Phil- The Revised Guidelines have been approved by the ACME council, it is on the ACME website but it still pending to publish.

Ellen- Mark Benedict had some comments. Phil- Walter Tabachnic and Mark Benedict were concerned about some of the language being too loose. Some modifications were done, but the revised guidelines have more flexibility to include work on vectors other than mosquitoes, which was the focus of the original guidelines. Some changes were also done based on recent changes in other regulation (e.g. on select agents). Steve Higgs is interested in publishing the guidelines in the Zoonotic Diseases Journal, where the original guidelines were published.

Ellen- ACME should reengage with BEIresources.

#### **5:10- 5:20 VISIBILITY.**

Members. Alvaro Molina-Cruz, Gabe Hammer- IDENTIFY MEMBERSHIP FOR 2019

Accomplishments.

-Newsletter. Gabe- The format for the newsletter should be prepared by ACME to improve it.

Gonzalo- There is an ACME photo archive in Dropbox that can be used for visibility.

-Booth. Alvaro- This year the booth has interesting items including embedded triatomines donated by Gabe, vector photos and cards.

Challenges. Alvaro- My communities remains a challenging system to communicate with ACME members.

-Enhancing visibility in the digital age

Goals. Suggestions.

Michel- The Regional Centers of Excellence in Medical Entomology are already compiling and distributing medical entomology related information. It is possible to consolidate information into ACME but would probably require dedicated personnel to do it.

#### **5:20-5:30 PRE-MEETING COURSE (PMC).**

Members. Phil Armstrong, Gonzalo Vazquez-Prokopec, Laura Harrington, Chris Barker- IDENTIFY MEMBERSHIP FOR 2019

Accomplishments.

2018 – Vector-Borne Disease Risk and Prevention for the Clinician

Phil- The PMC 2018 was very successful with around 30 registered clinician attendees from the US and abroad. It included specimens of arthropod vectors.

Challenges.

Goals. Suggestions. Need suggestions for PMC for 2020. Phil- There is discussion to do a joint course with ACAV in 2020, the following year only ACAV and the following year only 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

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

They are presently filling unexpired vacancies created by death or resignation from the Executive council

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.