

Allegheny County Immunization Coalition

General Membership Meeting Agenda

Hilton Garden Inn Pittsburgh University Place

December 6, 2018

1. **9-9:15 Welcome: Dr. Coppula**

The meeting was called to order at 9:05.

Dr. Middleton was introduced.

1. **9:15-10:15am: Dr Donald Middleton (includes Q&A session)**

Pneumococcal Disease

Dr. Middleton reviewed pneumococcal disease, current vaccines in use and current indications for the vaccines. He has agreed to provide slides from his talk for use by the members of ACIC. They will be sent out to membership when they are received.

1. **10:15-10:20 Break**
2. **10:20-10:55am: Dr. Coppula**

Minutes of last meeting were approved.

Review Bylaws:

Copies of the bylaws were available and unanimously approved by the available members.

Chairperson Election:

With the resignation of Steve Forest as Chairperson, the executive committee nominated RK Baird as Interim Chairperson. He was unanimously approved by the available members. Dr. Khlood Salman offered to assist during the Interim period.

New executive committee elections will occur in *May 2019.*

Review Strategic Plan:

Approval of the bylaws change will allow for a systematic leadership secession plan. The executive committee also suggested hiring or subcontracting an administrative assistant to coordinate the activities of the ACIC. This position will be paid from the ACIC cash account (not from the Grant account).

The Annual Conference has been extremely successful, and we would like to continue this event with the same organizational team.

Treasurer’s report:

**TREASURER’S REPORT
Allegheny County Immunization Coalition**

**September 26th, 2018 through December 1st, 2018**

**GRANT SUBCONTRACT ACCOUNT, #27480192**

**Balance on Hand, September 26th, 2018** **$16,060.75**

Expenses - ACIC Conference Hotel Fee $1,760.98

Total Expenses: $1,760.98

**Balance on Hand, December 1st, 2018** **$14,299.77**

**CASH SUBACCOUNT, #27480079**

**Balance on Hand, September 26th, 2018**  **$41,263.87**

Revenue: $0.00

Total Revenue: $0.00

Expenses - ACIC Conference Hotel Fee $5,008.45

Total Expenses: $5,008.45

**Balance on Hand, December 1st, 2018**  **$36,255.42**

1. **10:55am-11am: Nancy Kaminski**

2018 Conference Update

There was no information available at this time.

Red Robin was on hold this month.

1. **Adjourn: 11:00AM**

**NEXT GENERAL MEMBERSHIP MEETING:**

**February 21st 9am-11am**

**Location: Allegheny Intermediate Unit (AIU)- 475 E Waterfront Dr, Homestead, PA 15120**