



March 9, 2018

TO: Harris County Medical Society Membership

FROM: George D. Santos, MD, HCMS President

RE: Harris County Medical Society – 2019 Elective and Appointive Positions

Elective Office The Harris County Medical Society (HCMS) Nominating Board will begin the process of candidate selection for the following 2019 elective offices in late spring. Deadline for elective position nominations is May 25, 2018.

- President Elect (HCMS Executive Board experience required)
- Vice President
- Secretary/Treasurer
- Executive Board Member at Large (4-yr term)
- Board of Ethics (3 members)
- Board of Medical Legislation (3 members)
- Board on Socioeconomics (3 members)
- Alternate Delegates to TMA

Election process for 2019 elective positions will conclude in October 2018.

Committee Appointments HCMS 2019 committee appointments will be made by 2019 President Dr. Bernard E. Gerber, in late Fall 2018. Committee nominations can be submitted **at any time** throughout the year. Positions are available on the following committees:

- Bylaws Committee
- Community Health Improvement and Communications Committee
- Emergency Care Committee
- Health Care Quality Committee
- Health Information Technology
- Hospital Survey Committee
- Membership Committee
 - Employed Physicians Subcommittee
 - Independent Physicians Subcommittee
- Physicians Counseling Committee
- John P. McGovern Compleat Physician Award Judging Committee
- John P. McGovern Health Museum Board
- Gulf Coast Regional Blood Center Board

• *See second page for explanation of elective positions and committees.* •

HCMS attempts to ensure that the composition of each Board and Committee reflects the specialty, geography, gender, US/international medical graduates, practice setting, and age of the composition of our membership.

If you would like to serve, or nominate someone to serve, in any of these capacities, please check your choice above and email or fax this form to the Harris County Medical Society office. Copies of this form may be used for additional nominations.

➔ **DEADLINE FOR SUBMISSION OF ELECTIVE NOMINATIONS: FRIDAY, MAY 25, 2018.**

ONLINE NOMINATIONS – Go to Web Site at www.hcms.org.

Name of Nominee: _____

Submitted by: _____

Address: _____ Zip: _____

FAX TO: Harris County Medical Society
Attention: HCMS Nominations /Teosha Blaylock
Fax: 713-942-7072

EMAIL TO: teosha_blaylock@hcms.org

HARRIS COUNTY MEDICAL SOCIETY
(EXPLANATION OF ELECTIVE AND APPOINTED POSITIONS)

ELECTIVE POSITIONS

President Elect (two-year term, including presidency) – Requires previous Executive Board service.

Vice President (one-year term) – Assists the president in the performance of the office and presides in his or her absence.

Secretary/Treasurer (one-year term) – Makes certain that adequate records of meetings of the Society and the Executive Board are maintained and makes regular reports at the Executive Board meetings on the financial status of the Society.

Executive Board Member at Large (four-year term) – Physician serves as secretary, treasurer, vice president and president of the Houston Academy of Medicine during four years on the Executive Board.

Board of Ethics (three-year term, three positions) – Supervises ethical standards of the profession and reviews applications for membership. Previous experience on hospital or group peer review committee a plus. This Board meets in the evening four times per year.

Board of Medical Legislation (four-year term, three positions) – Stays abreast of legislative matters and proposals affecting the profession and keeps the membership informed through appropriate channels. This Board meets monthly on the second Wednesday evening during legislative years and periodically in non-legislative years.

Board on Socioeconomics (three-year term, three positions) – Stays abreast of socioeconomic matters affecting the profession and keeps the membership informed through appropriate channels. This Board meets quarterly on the first Thursday evening.

Delegates and Alternate Delegates to Texas Medical Association (TMA) (two-year term for Delegates and Alternate Delegates) – Represents the Society in the House of Delegates of the TMA. Two to three local evening meetings per year, plus attendance at one meeting of the TMA House of Delegates held during spring.

APPOINTED POSITIONS

Bylaws Committee – Acts as counsel to Executive Board for proposed bylaw amendments and monitors TMA bylaws to ensure that HCMS bylaws are in conformity. Meetings are called as needed.

Community Health Improvement and Communications Committee – Oversees internal and external communications and community public health activities as they relate to the Medical Society. This Committee has two evening meetings per year.

Emergency Care Committee – Represents the Society in matters pertaining to emergency care and disaster planning. This Committee meets twice per year at noon, plus one evening disaster preparedness meeting.

Health Care Quality Committee – Monitors quality-related medical care projects and investigates methods to assist members with developing and documenting quality improvement in their practices by working with TMA and other appropriate organizations. This Committee has four evening meetings per year.

Health Information Technology (HIT) Committee – Works to provide members with education and information to assist in their evaluation, implementation and utilization of electronic health records (EHRs) and other information technology. This Committee has four evening meetings per year.

Hospital Survey Committee – The HCMS Hospital Survey Committee's charge is to develop, enhance and distribute a survey to solicit physician feedback on Greater Houston area hospitals to enhance quality patient care. The Committee meets on as need be basis, probably 2-3 times a year. The meetings are held Monday – Thursday at 6:30 pm at HCMS.

Membership Committee – The Committee brainstorms and actively engages in new and creative ways to promote membership in HCMS and TMA. Through the Committee, strategies are developed to strengthen HCMS' recruitment and retention efforts. This Committee has two evening meetings per year.

Employed Physicians Subcommittee – The Committee represents employed physicians primarily in a hospital setting. Its charge is to better understand the needs of hospital employed physicians and ensure HCMS is meeting those needs. The committee meets once a year. Meeting is scheduled Monday to Thursday at 6:30 pm.

Independent Physicians Subcommittee – The Committee charge is to identify and implement ways for independent physicians to promote their practices to colleagues. The committee meets on ad hoc basis, probably once or twice a year. Meetings are scheduled Monday to Thursday at 6:30 pm.

Physicians Counseling Committee – Meets monthly to offer assistance and support to physicians dealing with substance abuse problems. This advocacy group encourages physicians to seek treatment, supports those in recovery and monitors progress. This Committee meets on the first Wednesday evening, unless there is no demand.

John P. McGovern Compleat Physician Award Judging Committee – The Houston Academy of Medicine (HAM) in conjunction with HCMS, annually recognizes a physician from across the nation who has made extraordinary contributions to medicine and humanity. The judging committee selects from submitted nominations the candidate whose many personal and professional attributes best approach the ideal of a Compleat Physician. The judging committee is selected and approved by the HCMS Executive Board. The Committee evaluates submissions in November and will meet on an as-needed basis.

John P. McGovern Health Museum Board – The Health Museum mission is to foster wonder and curiosity about health, medical science and the human body. The Board guides the vision, mission and strategic planning for the Museum. This Board meets four times per year.

Gulf Coast Regional Blood Center Board – The Blood Center partners with the community to help save and sustain lives by providing a safe supply of blood, blood components and related services. Meetings are held six times per year.