

2018 Annual Report

Committee Name: North America Meetings Committee – (SNA-MC)

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Date: 9/30/2018 (reporting period: October 2017-September 2018)

SETAC Staff Liaisons: Greg Schiefer and Nikki Mayo

Council/Board Liaisons: Jim Lazorchak and Jennifer Bouldin

Organization

The SNA-MC leadership style is 1-1-1 (<http://www.setac.org/?page=SNAMeetingsCom>) where the Chair is supported by the incoming and past Chairs (who serve as co-chairs). The SNA-MC welcomes Lisa Nowell as incoming chair for 2018/2019 (Table 1). In 2018, we had 9 voting members; Board of Directors (BoD) and PC committee liaisons; and were supported by the SNA office staff and six volunteers (Table 2).

Table 1. SNA-MC Leadership in 2017/2018

Position	Name	Term Completed	Affiliation
Chair	Kay Fritz	2019	Government
Incoming chair/co-chair	Lisa Nowell	2020	Government
Outgoing Chair/co-chair	Elin Ulrich	2018	Government
2019 incoming chair	TBD	2020	-

Activities Summary

- Post-meeting survey of Minneapolis meeting - The “2017 SETAC North America Annual Meeting Survey” survey was designed and administered by the SETAC office. Raw results from the survey can be found here: <https://www.surveymonkey.com/results/SM-ZP5ZNWJQ8>.
- The meetings committee reviewed, summarized, and discussed the survey results. This feedback informed a review of the SNA-MC SOP, and we determined no updates were needed.-The summary will be shared with several other SETAC groups to inform future activities.
- Recommendations for improving the conference experience – The MC had several discussions about this topic. A lengthy list of suggestions was compiled and sent to the BoD. SETAC staff will include questions covering the ones that were incorporated into the 2018 meeting in the “2018 SETAC North America Annual Meeting Survey.”

- Recommendations for improving/elevating the poster presentations – The MC had several discussions about this topic. A lengthy list of suggestions was compiled and sent to the BoD. SETAC staff will include questions covering the ones that were incorporated into the 2018 meeting in the “2018 SETAC North America Annual Meeting Survey.”
- Dallas-Fort Worth PC Co-chairs – We worked with the South Central SETAC Chapter to identify interested co-chairs, vetted them, and made a recommendation to the BoD.

Future Plans

- The MC will conduct an analysis of PC feedback and post-meeting survey information, and make adjustments to the SOP as necessary.
- The MC will conduct an analysis of the “2018 SETAC North America Annual Meeting Survey” to determine quality/value of meeting changes in the areas of overall conference experience and poster presentations.
- The SNA-MC SOP was last updated in 2015 and will be reviewed in 2019.

Business and Planning Meetings

- Quarterly (3) conference calls were held with the SNA-MC members to discuss ongoing activities, in addition to one meeting at the SETAC national conference in Minneapolis (November, 2017).

Membership Communications

- The SNA-MC committee communicates primarily through emails, meets at SNA annual meetings, and holds quarterly conference calls. Periodic calls by the MC chair to members/volunteers and to accomplish specific tasks or organize activities were also utilized.
- Current and new SNA-MC members are listed below in Table 2.

Issues/Problems

- none.

Table 2. 2017-18 Meetings Committee Membership

Vote	Year	Name	Position	Affiliation	Sector
1	3 of 3	Elin Ulrich	Past Chair	US EPA	G
2	2 of 3	Kay Fritz	Chair (2018)	MI Dept Agriculture	G
3	-	Greg Schiefer	SNA Executive Officer		
4	2 of 3	Cindy Howard	Past PC co-chair	Univ Houston, Clear Lake	A
5	2 of 3	Lisa Nowell	Co-PC Liaison	USGS	G
6	1 of 3	Dalma Martinovic	Past PC co-chair	Univ of St. Thomas	A
7	3 of 3	Carrie Claytor	Co-PC Liaison	Copper Dev. Assoc. Inc.	B
8	2 of 3	Katie Albanese	Member at large	Battelle	B
9	1 of 3	Karista Hudelson	Student Member/ Liaison	Univ of Windsor	A

-	Nikki Mayo	SETAC Office		
-	Jason Anderson	SETAC Office		
2018	Jim Lazorchak	Co-BoD Liaison	US EPA	G
2018	Jennifer Bouldin	Co-BoD Liaison	AR State	A
2018	Alex Macleod	NASAC Chair/Volunteer	Univ of Maryland	A
2018	Andrea LaTier	Volunteer	US EPA	G
2018	Teresa Norberg-King	Past PC co-chair/Volunteer	US EPA	G
2018	Gulchohra (Julia) Aliyeva	Volunteer	Qafqaz Univ	A
2018	Robert Hoke	Past BoD/Volunteer	E.I. du Pont	B
2018	Tawnya Peterson	Volunteer	Oregon Hlth & Sci Univ	A
Ad hoc	Tamar Schlekat	SETAC Office		

2019 Changes to Meetings Committee

Term	Name	New position	Sector
2 of 3	Lisa Nowell	Chair	G
1 of 3	Robert Hoke	Incoming voting member	B
	TBD	Liaison to SC	TBD

Names in bold are people rotating off this committee in 2019.

Respectfully submitted by Kay Fritz, September 30, 2018.