

MEMORANDUM

August 25, 2003

TO: Delegates to the 2003 Annual Meeting

FROM: Rebecca Hafner, M.D., Speaker, House of Delegates

RE: 2003 MMA ANNUAL MEETING HANDBOOK

Enclosed is the handbook for the 2003 MMA Annual Meeting of the House of Delegates to be held at the Kahler Grand Hotel, Rochester, Minnesota. While we have attempted to provide as complete a handbook as possible, there will be a limited number of materials provided to you as soon as they are completed.

On **Wednesday, September 17, 2003, from 6:00 p.m. – 8:00 p.m.**, a Welcome Reception will be held at the Marriott Hotel.

Session I of the House of Delegates will convene in the Heritage Hall on Thursday, September 18, 2003, at 8:45 a.m. followed by the AMA Open Forum from 10:35 - 11:15 a.m. Reference Committees are scheduled to begin at 1:00 p.m. on Thursday, September 18. **Session II** will convene on Friday, September 19, 2003, at 10:30 a.m., in the Heritage Hall.

If you will be unable to attend these meetings, please forward the enclosed handbook together with your delegates' credentials to the alternate who will serve in your place.

We hope to see you at the **President's Inaugural Dinner**, Thursday evening, September 18, 2003, at the Radisson Plaza Hotel. (ADVANCE RESERVATIONS REQUIRED).

I am looking forward to an active and productive Annual Meeting. Please contact Vicki Westling at the MMA office (612) 362-3764 or (800) 342-5662 for any further information.

- NOTES:**
1. MMA and AMA policy notes and relevant state law have been added to all resolutions. Additional MMA policies can be found in the 2003 Policy Compendium, copies of which will be available at the reference committees.
 2. Ring binders (while supplies last), 2002 Proceedings, and 2003 MMA Policy Compendiums will be available at Registration upon request.
 3. A 15-minute delegate orientation session will occur during the caucuses on Thursday, September 18, 2003. Please plan to attend and hear about the format of this year's annual meeting.
 4. To reach the MMA Registration Desk at the Kahler Grand Hotel call 507-280-6000 during the Annual Meeting.

MMA HOUSE OF DELEGATES
ORDER OF BUSINESS
SESSION I

September 18, 2003, Rochester, Minnesota

- | | | |
|------------|-----|--|
| 8:45 a.m. | 1. | Call to Order
Rebecca Hafner, M.D.
Speaker, House of Delegates |
| | | Call on Dr. Steven Peters, President, Zumbro Valley
Medical Society, to welcome attendees. |
| | | Approval of Proceedings of the September 2002 Meeting |
| 8:50 a.m. | 2. | Invocation and In Memoriam
Reverend Scott McRae |
| 8:55 a.m. | 3. | Report of the Credentials Committee - Statement of Quorum
Bruce Norback, M.D., Chair |
| 9:00 a.m. | 4. | Introductions, Etc.
Rebecca Hafner, M.D. |
| 9:05 a.m. | 5. | Report of the MMA Alliance
Eleanor Goodall, Immediate Past President |
| 9:10 a.m. | 6. | Report of the President
Gary Hanovich, M.D. |
| 9:20 a.m. | 7. | Presentation of the AMA Foundation
Contributions to the Medical Schools of Minnesota
Gary Hanovich, M.D.
Harriet Hodgson, President, MMA Alliance
Eleanor Goodall, Immediate Past President, MMA
Alliance |
| 9:30 a.m. | 8. | Report of the Chair, Board of Trustees
G. Richard Geier, M.D. |
| 9:35 a.m. | 9. | Report of the Chief Executive Officer
Robert K. Meiches, M.D. |
| 9:55 a.m. | 10. | Report of the Minnesota Physicians Foundation
Nicholas F. Reuter, M.D., President |
| 10:00 a.m. | 11. | Report of the Nominating Committee
Gary Hanovich, M.D., Chair |
| 10:05 a.m. | 12. | Report of MEDPAC
Judith Shank, M.D., Chair |
| 10:10 a.m. | 13. | AMPAC Briefing
Krishna Sawhney, M.D., Board of Directors |

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|------------|-----|---|
| 10:15 a.m. | 14. | Nominations for Board of Trustees
Rebecca Hafner, M.D. |
| 10:20 a.m. | 15. | Nominations for AMA Delegates/Alternate Delegates
G. Richard Geier, M.D. |
| 10:25 a.m. | 16. | Nominees - Introductions/Comments |
| 10:30 a.m. | 17. | Adjournment |

AMA OPEN FORUM

10:35 a.m. - 11:15 p.m. Frank J. Indihar, M.D., Chair

MMA HOUSE OF DELEGATES

ORDER OF BUSINESS
SESSION II

September 19, 2003, Rochester, Minnesota

- | | | |
|------------|-----|--|
| 10:30 a.m. | 1. | Call to Order
James Dehen, M.D., Vice-Speaker, House of Delegates |
| 10:35 a.m. | 2. | Michael D. Maves M.D., Speaker, AMA Vice President & CEO |
| 10:45 a.m. | 3. | Report of the Credentials Committee - Statement of Quorum
Bruce Norback, M.D, Chair |
| 10:50 a.m. | 4. | Close of Nominations and Election of Officers
Rebecca Hafner, M.D., Speaker, House of Delegates |
| 10:55 a.m. | 5. | Commendation Resolutions
Rebecca Hafner, M.D., Speaker, House of Delegates |
| 11:00 a.m. | 6. | Reference Committee Reports Begin |
| 12:00 a.m. | 7. | Lunch |
| | 8. | Reference Committee Reports Continue |
| | 9. | Election Results |
| | 10. | Remarks of the President-Elect |
| | 11. | Other Business |
| 3:00 p.m. | 12. | Adjournment |

PREFACE
MESSAGE FROM THE SPEAKER OF THE HOUSE

Enclosed are items to be considered by the House of Delegates. The House has not taken action on the items contained herein; therefore, the contents may be used only for informational purposes. After the House of Delegates has acted finally on an item, it may be considered official.

For election of officers at this meeting of the House of Delegates, the following rules shall apply:

- 1) The Credentials Committee shall conduct the balloting and count the ballots.
- 2) Votes may be cast only by written ballot.
- 3) A written ballot cast for any person who has not been nominated prior to the time a motion to close the nominations is passed shall be counted as a ballot cast for the purpose of rules 2 and 4, but such person shall not be eligible to be elected.
- 4) A majority of the ballots cast shall be required to elect any nominee to any office.
- 5) If in any balloting no nominee for an office received a majority of the ballots cast for such office, a new vote shall be taken with the name of the nominee who received the least number of votes in the prior balloting deleted from the list of nominees voted upon in the new balloting. This process shall be repeated until a nominee receives a majority of the votes cast.
- 6) In announcing the result of any ballot, the announcement shall state only that a nominee has been elected or that his name shall be dropped from the list of nominees.
- 7) In the election of Delegates and Alternates to the AMA, nominations and balloting shall be conducted separately for each office to be filled.
- 8) "Sturgis Standard Code of Parliamentary Procedure" shall govern all proceedings of this House of Delegates except with respect to matters covered by these rules.

THOSE SERVING ON A REFERENCE COMMITTEE ARE ENCOURAGED TO ATTEND THE BRIEFING AT 4:30 P.M. ON WEDNESDAY, SEPTEMBER 17, IN THE WINDSOR HALL I (SUBWAY LEVEL) OF THE KAHLER GRAND HOTEL. THIS MEETING IS PLANNED TO ASSIST YOU IN GAINING FAMILIARITY WITH REFERENCE COMMITTEE PROCEDURES.

The open hearings of the Reference Committees are held in order to allow discussion and clarification of the issues. As delegates you are encouraged to attend these hearings and participate in this aspect of the total business meeting.

Rebecca Hafner, M.D., Speaker
House of Delegates

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REMINDER FROM THE SPEAKER OF THE HOUSE

ALL DELEGATES, ALTERNATE DELEGATES AND OTHERS RECEIVING THIS MATERIAL ARE AGAIN REMINDED THAT IT REFERS ONLY TO ITEMS TO BE CONSIDERED BY THE HOUSE.

NO ACTION HAS BEEN TAKEN ON ANYTHING HEREIN CONTAINED AND IT IS INFORMATIONAL ONLY.

ONLY THOSE ITEMS WHICH HAVE BEEN ACTED ON FINALLY BY THE HOUSE CAN BE CONSIDERED OFFICIAL.

ONLY THE RESOLVED PORTIONS OF THE RESOLUTIONS ARE CONSIDERED BY THE HOUSE OF DELEGATES. THE WHEREAS PORTIONS OR PREAMBLES ARE INFORMATIONAL OR EXPLANATORY ONLY.

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MINNESOTA MEDICAL ASSOCIATION

OFFICERS

President

Gary Hanovich, M.D., Robbinsdale

President-Elect

Paul C. Matson, M.D., Mankato

Chair, Board of Trustees

G. Richard Geier, M.D., Rochester

Vice President

David Luehr, M.D., Cloquet

Secretary

J. Michael Gonzalez-Campoy, M.D., Sunfish Lake

Treasurer

Michael Ainslie, M.D., St. Louis Park

Speaker, House of Delegates

Rebecca Hafner, M.D., Collegeville

Vice Speaker, House of Delegates

James J. Dehen, M.D., Brainerd

Past President

Peter C. Amadio, M.D., Rochester

front-officers

YOUR ROLE AS A DELEGATE

As a delegate or alternate delegate, you have a position of honor and responsibility. You have been elected by your colleagues in your society to serve as their voice in helping to determine the policy decisions for the Minnesota Medical Association.

You will have the opportunity to discuss and vote on the important issues of the Association. The floor of the House is the forum where the business is conducted. Normally the House convenes during the Annual Meeting. However, special sessions of the House may be called, upon due notice by the Speaker of the House. You further serve the physicians of your society by reporting to them on the results of the delegates' action.

The purpose of this manual is to aid you in your preparation for the Annual Meeting of the House of Delegates. It contains reference materials on the procedures of the House; also on the policies which govern its conduct of business, on your role as a delegate, and other information which may be of value to you in your elected position.

You may want to begin by acquainting yourself with the procedures of the House of Delegates and the issues which may be brought to its attention at the Annual Meeting. Copies of reports and resolutions to be considered at the meeting are included here, and additional information will be distributed prior to the meeting.

If you have any questions regarding this material or the procedures of the House, do not hesitate to contact your Officers or your staff at the Minnesota Medical Association.

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THE HOUSE OF DELEGATES

Governing Body - The House of Delegates is the legislative and governing body of the Minnesota Medical Association. It is responsible for all of the work carried on by the Association, although most of this work is done by representative divisions.

Membership - The delegates are elected by each component county medical society, one delegate for each 50 active members of the component society or any fraction thereof. An alternate is elected for each delegate and assumes the delegate's position if the regular delegate is unable to attend a session. The House may appoint an acting delegate from among the members of the county society who are present at the meeting, if the delegate and the alternate are absent. Acting delegates serve only during the absence of the delegates and alternate delegates from a society. In addition one delegate and one alternate delegate are designated by each Specialty Society represented on the President's Council of Specialty Society Presidents, Organized Medical Staff, Resident and Fellow, Medical Student, Young Physicians, Long Term Care Physicians Section, and Section on Medical Coroners and Medical Examiner's, and the three Medical Schools.

OFFICERS AND THEIR ELECTION

Speaker of the House - The Speaker of the House is the presiding officer of the House of Delegates.

Vice-Speaker of the House - The Vice-Speaker of the House assumes the powers and duties of the Speaker in the latter's absence. The Speaker and Vice-Speaker must be regular active members of the Association and may, but need not be, elected from among the delegates and alternate delegates.

Procedure of Election of Officers - In addition to the Speaker and Vice-Speaker, the President-Elect, Vice-President, Secretary, Treasurer, Trustees, delegates and alternate delegates to the American Medical Association are elected at each Annual Meeting of the House of Delegates to replace those whose terms are expiring. Prior to the Annual Meeting a Nominating Committee is selected to present a slate of candidates for all Association offices. Nominations for trustees are made by the delegates of the district for which a trustee is to be elected. The Board presents nominations for American Medical Association delegates and alternate delegates. The Nominating Committee consists of one delegate or alternate delegate at the time of selection from each Trustee District. That member shall be selected by a caucus of delegates and alternate delegates from that district.

Nominations for any office may also be made from the floor of the House.

MEETINGS

Annual and Special Meetings - The House of Delegates meets each year during the Annual Meeting of the Minnesota Medical Association. The Speaker or Vice-Speaker may call a special meeting of the House to consider business which requires the attention of the House between regularly scheduled meetings. The President of the Association may also call a special meeting upon the request of two-thirds of the trustees or twenty delegates representing at least ten component societies or specialty societies.

Notice of Meetings - Delegates must be notified in writing of the time and place of each regularly scheduled meeting and of the time, place, and purposes of each special meeting. The announcement of a special meeting must reach the delegates not less than five nor more than thirty days prior to the meeting.

Parliamentary Procedure - The House of Delegates conducts its meetings according to parliamentary procedure to insure a thorough exchange of ideas. Everyone is encouraged to voice an opinion. Delegates who wish to speak should approach a microphone, and, after being recognized by the Speaker, identify themselves and the society or section they represent.

After adequate discussion of each item of business, ANY DECISION MADE BY THE MAJORITY OF THE DELEGATES BECOMES ASSOCIATION POLICY AND REMAINS THE GOVERNING POLICY UNTIL

AMENDED OR REVERSED.

Credentials - A delegate is seated in the House of Delegates upon presentation of the proper credentials. Before the Annual Meeting, the delegates' credentials are sent from the MMA Office to the secretaries of the component and specialty societies, section chairs, or Medical School Deans for validation and they, in turn, forward the signed credentials to the delegates. A delegate who is unable to attend the meeting must see that the alternate receives the credentials and other information which has been sent to the delegate. All delegates must present their validated credentials before each session of the House of Delegates. A credentials table is located outside the House of Delegates meeting room for this purpose. The Credentials Committee reports the presence of a quorum to the Speaker of the House. A quorum consists of thirty or more delegates representing at least 17 component societies, specialty societies, sections, or Medical Schools. The House may conduct business when the Credentials Committee reports a quorum is present. If at any time enough delegates withdraw so that a quorum is no longer present, the proceedings must be suspended until a quorum is again reached. During any meeting, the component society delegates and trustees are seated according to their Trustee District to facilitate consultation. Specialty society delegates, section delegates, and medical school delegates are seated as a group.

Voting - Each delegate has one vote and in his/her absence the alternate has one vote. Voting is neither cumulative nor by proxy but may be by any of the methods customarily used in parliamentary procedure: ayes and nays (comparison of volumes of sound), raising of hands, standing, or by written ballot.

Meeting Attendance - All members of the Association may attend meetings of the House except those designated as executive sessions. The Speaker or a majority of the delegates present have the authority to declare which session will be closed to the general membership. Either the Speaker or a majority of the delegates may, however, invite persons who are not delegates to be present at an executive session of the House.

The President, President-Elect, Vice President, Trustees, Secretary, Treasurer, Past Presidents, and the Delegates and Alternate Delegates to the American Medical Association have the privilege of the floor at regular House meetings but do not have the right to vote.

DUTIES AND RESPONSIBILITIES OF THE HOUSE

Assessments, Funds Appropriations - In addition to electing officers, the House of Delegates has the authority to recommend dues, assessments, and other charges to the Board provided that two-thirds of the House votes affirmatively for such a measure. The House, with the approval of the Board, has the authority to appropriate Association funds for whatever purposes it deems appropriate.

Adoption of Principles and Rules - The House may also adopt one or more principles of medical ethics provided there is no conflict between the adopted document and the Principles of Medical Ethics, Constitution, or Bylaws of the American Medical Association.

Any rules and procedures deemed necessary for the transaction of business may be adopted by the House.

Delegation of Duties - Although the House of Delegates is responsible for all of the work of the Association, most of the actual duties are delegated to the Officers, the Board, the Association's committees, or the Chief Executive Officer and staff. The Board itself serves as a Board of Directors and it has the authority to perform all functions of the House between sessions provided its actions are not inconsistent with the Articles of Incorporation or Bylaws, or with any action previously taken by the House.

The House receives reports of all the work done or proposed by these groups. These reports are reviewed by appropriate reference committees of the House and their recommendations are submitted at the time of each annual or special session for action by the House.

Reference Committees and Resolutions - Reference committees are appointed for each meeting by the Speaker to assist the House in its deliberations.

In order to receive the required consideration, all resolutions must be sent to the MMA Office at least 30 days

before the meeting for reproduction and advance distribution to the delegates. Late resolutions may be received, but only with the express consent of the Speaker in consultation with the chair of the appropriate reference committee.

Resolutions are accepted for consideration from the following individuals and groups:

1. Members of the House of Delegates
2. Members of the Board of Trustees
3. Component Medical Societies
4. Medical Specialty Societies represented on the President's Council of Specialty Society Presidents
5. Sections recognized by the House of Delegates.
6. Association Committees
7. Medical School Representatives

It is the responsibility of the Speaker to assign reports and resolutions for study and recommendation to the appropriate reference committee according to their content and the Speaker's best judgment.

The reference committees meet after the first session of the House. They hold open hearings at which any member of the Association and any delegate is welcome to be heard. An authorized representative of the society or specialty group which submits a resolution is especially requested to be present at the reference committee hearing where that organization's resolution is being considered in order to support the resolution and clarify the position of its sponsors.

When the open hearings are over, the committee prepares its recommendations in the form of a report which will be presented by the Chair at the second session of the House.

SOCIAL OPPORTUNITIES FOR DELEGATES

As a delegate you have the privilege and responsibility of participating in the business affairs of the Association, as described in this foreword.

As a physician attending the Annual Meeting of your Medical Association, you are invited and encouraged to participate in all planned events.

The social highlights of the Annual Meeting are the Welcome Reception, Awards Lunch, and the President's Inaugural Dinner and Reception. All physicians and their spouses are welcome to attend; formal dress is not required.

The Association extends a warm welcome to you as a delegate, and it is hoped that you will thoroughly enjoy your participation in the business and social activities of the meeting.

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Terminology for Reference Committee Reports

The reference committee receives matters referred to it by the House of Delegates. To receive a report, resolution, or other matter simply indicates that the reference committee gives attention to a matter or considers it. The reference committee's report is the tool the committee uses to communicate its recommendations back to the House.

Actions of the reference committee should be written so that the committee's recommendation, if pulled out as a separate item, can "stand alone" without reference to other items or documents. Thus, all of the original "resolveds" should be included in the reference committee's report to the House of Delegates. Amendments should be indicated by the use of strikeouts and underlining. If two or more resolutions are combined or replaced by a substitute, the original resolutions should be stated below the substitute. This means that the final reference committee report should include the full text of each original resolution, regardless of the reference committee's recommendation to the House of Delegates, together with the recommendation.

The reference committee makes a recommendation to the House of Delegates on each agenda item referred to it. Remember that reports from the reference committee to the House contain the reference committee's recommendations for House action. Final action on each item is reserved to the House. The reference committee may recommend to the House the following actions:

1. FILE - To file is a common method of disposition of a report. A report that is filed is not binding on the Association but is available for information and may be considered again at any time. An expression of thanks or other commendation may be combined with a motion to file a report.

Among the agenda items appropriate to file are those reports from a body over which the MMA House of Delegates has no jurisdiction such as the report of the Minnesota Board of Medical Practice. Filed reports can be "filed as amended" noting small technical changes made to the report. Resolutions cannot be filed.

2. ADOPT - Once adopted by the House, a resolution or those portions of a report which outline actions commit the MMA. Only the "resolved" items of a resolution or the action items of a report become MMA policy.

ADOPT AS AMENDED - Indicates that the resolution exists in a form other than that originally referred to the reference committee. It may have been amended by the author during open hearings or by the reference committee during executive session. The reference committee may amend a resolution during executive session either by adopting an amendment proposed during open hearings or at its own initiative.

When the resolution is amended, the reference committee report should reflect the amendment by "insertion," "deletion," or by "insertion and deletion." This requires a two-step process in the reference committee report. The first step is to indicate whether the reference committee proposes to "amend by insertion," "amend by deletion," or "amend by insertion and deletion." The second step referenced in the report is the reference committee's recommendation concerning House action.

A resolution is amended even if a few words are changed or any correction is made.

A resolution can be adopted as amended only if one resolution is involved; if multiple resolutions are involved or combined, the appropriate action is to adopt a substitute.

ADOPT A SUBSTITUTE - Indicates that the reference committee has combined two or more separate resolutions into one and recommends the substitute in lieu of the originals.

3. REFER TO THE MMA BOARD OF TRUSTEES - To refer to the MMA Board of Trustees is a recommendation by the reference committee to the House of Delegates that further consideration should be given to the resolution.

Upon approval by the House of Delegates, the item is considered referred. Note, however, that referral to

the MMA Board of Trustees by the House of Delegates does not mean that the resolution has been adopted as MMA policy. Rather, referred items will become part of the ongoing business of the Association as conducted by the Board of Trustees during periods between annual meetings of the House. Absent specific direction by the House above and beyond the referral, the Board retains discretion to act upon the item in the order of priority it determines best to the conduct of its business. Otherwise, the House can direct that the Board of Trustees report back to the House of Delegates concerning the specifics of its study of the matter at the House next convened following completion of the study, or by a date certain. When the House so directs, it is signaling to the Board of Trustees that it is reserving its right to take action on the particular matter following completion of the Board's study.

4. NOT TO ADOPT - Not to adopt indicates to the House of Delegates that the reference committee does not endorse the recommendations contained in the "resolved" section of the resolution.
5. RESCIND - Used to repeal (cancel, nullify, void) a resolution passed at a previous meeting, effective the date of the adoption of the resolution to rescind by the House of Delegates.
6. CONSENT CALENDAR - A consent calendar is a parliamentary device which can be used by the reference committee to combine FILE, ADOPT, NOT TO ADOPT, or REFER noncontroversial agenda items. The consent calendar should be the first action item in the reference committee's report. Any item on the consent calendar can be extracted for discussion and debate upon the request of any delegate. Presenting the consent calendar first allows members of the reference committee and staff to prepare additional material for the chairperson so that items deleted from the consent calendar can be addressed separately. Any deleted consent calendar items are reported last in the reference committee report.

A recommendation may contain more than one of the above elements. For example, the reference committee may recommend that the first "resolved" be adopted and that the second "resolved" be referred to the MMA Board of Trustees. In stating recommendations, special consideration should be paid to the verb(s) used to be sure the reference committee's intent is clear. A recommendation that contains "shall" mandates that action. A recommendation that contains "may" allows discretion to do the action but does not require specific action.

In addition to the above reference committee recommendations, a resolution may also be withdrawn. Before a resolution has been presented by the Speaker of the House at the House of Delegates' opening meeting, its introducer may withdraw it without the House of Delegates' permission, and any member of the House or the Speaker of the House may request that the introducer withdraw it.

After the Speaker has presented a resolution to the House of Delegates, it becomes the property of the House, and the introducer may withdraw it only if no objection is raised. If a member of the House objects, the introducer or some other member of the House may move that the introducer "be allowed to withdraw the resolution." This resolution is undebatable, can have no other motions applied to it, and requires a majority vote. The consent of the seconder is not necessary.

A resolution can be withdrawn if there is no objection, or with permission from the House of Delegates, up to the moment the final vote on it is taken, even though other resolutions affecting it may be pending or debate has been limited or closed. When a resolution is withdrawn, all resolutions adhering to it are also withdrawn.

A resolution that is withdrawn after the Speaker of the House has presented it is recorded in the minutes with a statement that it was withdrawn. However, no mention is made in the minutes of a resolution that is withdrawn before the Speaker has presented it to the House of Delegates.

ELECTION PROCEDURE

1. Nominations - All nominations shall be made as provided for in the bylaws.
2. Method - All elections shall be by written ballot. A nominee shall be elected if he/she has received a vote on a majority of the legal ballots cast for that office. A run-off election shall be held if any vacancy cannot be filled because candidates failed to receive a majority vote or candidates receiving a majority had a tie vote.
3. No ballot shall be counted if it contains fewer votes than the number of nominees to be elected to a given office, or if the ballots purport to cast more than one vote for any nominee.

- A. AMA Delegates to be elected to a full two-year term.

All nominees shall be listed alphabetically on a single ballot. In the event that a run-off election shall be necessary, all nominees not receiving a majority of the votes cast shall be eligible for election on the second ballot. If more than two ballots shall be necessary, the nominee receiving the fewest votes shall be dropped on each subsequent ballot until there shall be no more than two candidates for each delegate to be elected.

- B. AMA Alternate Delegates to be elected for a full term.

AMA Alternate Delegates to be elected in the same manner as AMA Delegates.

- C. AMA Delegates to be elected to fill unexpired terms.

The election of AMA Delegates to fill an unexpired term shall be held after the election to fill vacancies for AMA Delegates to fill a full term. Unsuccessful nominees in such election for AMA Delegates shall automatically be nominated for election for AMA Delegates to fill an unexpired term. Other nominations shall be made in the usual manner. Election of such Delegates shall be conducted in the same manner as for AMA Delegates to fill a full term.

- D. AMA Alternate Delegates to fill an unexpired term.

The election of AMA Alternate Delegates to fill an unexpired term shall be conducted in the same manner as the election of AMA Alternate Delegates prescribed in B preceding.

- E. All other officers.

All other officers shall be elected separately. Any run-off election shall be conducted as prescribed in A preceding.

MINNESOTA MEDICAL ASSOCIATION OFFICERS

<u>OFFICE</u>	<u>METHOD OF NOMINATION</u>	<u>TERM</u>	<u>REQUIREMENTS</u>
PRESIDENT	Nominating Committee	1 year	Must be a member for at least 2 years prior to election as President-Elect. Must be a Member.
PRESIDENT-ELECT	Nominating Committee	1 year	Must be a member for at least 2 years prior to election. Must be a Member.
VICE-PRESIDENT	Nominating Committee	1 year	Must be a Member.
SECRETARY/ TREASURER (may be same person)	Nominating Committee	1 year	Must be a Member.
SPEAKER OF THE HOUSE OF DELEGATES	Nominating Committee	1 year	Does not need to be a Delegate or Alternate Delegate. Must be a Member.
VICE-SPEAKER OF THE HOUSE OF DELEGATES	Nominating Committee	1 year	Same qualifications as for Speaker.
TRUSTEES	Caucus of Delegates in Trustee District	3 years	Member of component society in Trustee's District. Must be a Member.
DELEGATES AND ALTERNATE DELEGATES TO THE AMERICAN MEDICAL ASSOCIATION	Nominations by the Trustees	2 years	Must have been an active member of the AMA for at least 2 years immediately preceding the meeting of the AMA House in which the member is to serve.

Nominations may also be made from the floor for any Association office.

HOUSE OF DELEGATES - 2003

COMPONENT MEDICAL SOCIETY	DIST.	DELEGATES
Blue Earth County Medical Society	SW	2
Blue Earth Valley Medical Society	SW	1*
Brown County Medical Society	SW	1*
Camp Release District Medical Society	SW	1*
Clay-Becker County Medical Society	NW	1
East Central Minnesota Medical Society	NC	2
Freeborn County Medical Society	SE	1
Goodhue County Medical Society	SE	1*
Headwaters Medical Society	NW	2*
Hennepin Medical Society	WM	64
Lake Superior Medical Society	NE	11
Lyon-Lincoln County Medical Society	SW	1
McLeod County Medical Society	SW	1
Mid-Minnesota Medical Society	SW	3
Mower County Medical Society	SE	1
Nicollet-LeSueur County Medical Society	SW	1
Park Region District Medical Society	NC	1
Ramsey Medical Society	EM	27
Range Medical Society	NE	3
Red River Valley Medical Society	NW	2
Rice County Medical Society	SE	1*
Sibley County Medical Society	SW	1*
South Park Region Medical Society	NC	1*
Southwestern Minnesota Medical Society	SW	1
Stearns-Benton County Medical Society	NC	5
Steele County Medical Society	SE	2
Upper Mississippi Medical Society	NC	3
Wabasha County Medical Society	SE	1*
Waseca County Medical Society	SW	1
West Central Minnesota Medical Society	NC	1*
Winona County Medical Society	SE	1*
Wright County Medical Society	NC	1
Zumbro Valley Medical Society	SE	51
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* = No delegates submitted

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HOUSE OF DELEGATES - 2003

SPECIALTY SOCIETIES

DELEGATES

American Academy of Pediatrics, Minnesota Chapter	1*
American College of Cardiology, Minnesota Chapter	1*
American College of Emergency Physicians, Minnesota Chapter	1
American College of Physicians, Minnesota Chapter	1*
American College of Surgeons, Minnesota Chapter	1*
ACP/American Society of Internal Medicine, Minnesota Component	1
Association of Neurologists of Minnesota	1*
Minnesota Academy of Family Physicians	1
Minnesota Academy of Ophthalmology	1
Minnesota Academy of Oto-Laryngology/Head/Neck Surgery	1
Minnesota Allergy Society	1
Minnesota Association of EMS Physicians	1*
Minnesota Dermatologic Society	1
Minnesota Neurosurgical Society	1*
Minnesota OB/GYN Society	1
Minnesota Orthopaedic Society	1*
Minnesota Physiatrie Society	1*
Minnesota Psychiatric Society	1
Minnesota Radiological Society	1*
Minnesota Society of Anesthesiology	1
Minnesota Society of Clinical Oncology	1
Minnesota Society of Neurological Sciences	1*
Minnesota Society of Pathologists	1*
Minnesota Society of Plastic & Reconstructive Surgeons	1*
Minnesota Surgical Society	1*
Minnesota Thoracic Society	1*
Minnesota Urological Society	1*
North Central Occupational Medical Association	1*
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	28

SECTIONS

Organized Medical Staff Section (OMSS)	1
Medical Student Section (MSS)	1
Long Term Care Physicians Section (LTCPS)	1
Resident and Fellow Section (RFS)	1*
Young Physicians Section (YPS)	1*
Section on Medical Coroners and Medical Examiners (SMCME)	1
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	6

MEDICAL SCHOOLS

Mayo Medical School, Rochester	1
University of Minnesota, Duluth	1
University of Minnesota, Minneapolis	1
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	3

* = No delegate submitted

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2003 HOUSE OF DELEGATES SEATING CHART KEY

- EM East Metro Trustee District (27 Seats, 2 Trustees)
- Ramsey Medical Society (27)
- NC North Central Trustee District (14 Seats, 2 Trustees)
- East Central Minnesota Medical Society (2)
- Park Region District Medical Society (1)
- South Park Region Medical Society (1)
- Stearns-Benton County Medical Society (5)
- Upper Mississippi Medical Society (3)
- West Central Minnesota Medical Society (1)
- Wright County Medical Society (1)
- NE Northeast Trustee District (14 Seats, 2 Trustees)
- Range Medical Society (3)
- Lake Superior Medical Society (11)
- NW Northwest Trustee District (5 Seats, 1 Trustee)
- Clay-Becker County Medical Society (1)
- Headwaters Medical Society (2)
- Red River Valley Medical Society (2)
- SE Southeast (59 Seats, 3 Trustees)
- Freeborn County Medical Society (1)
- Goodhue County Medical Society (1)
- Mower County Medical Society (1)
- Rice County Medical Society (1)
- Steele County Medical Society (2)
- Wabasha County Medical Society (1)
- Winona County Medical Society (1)
- Zumbro Valley Medical Society (51)
- SW Southwest Trustee District (14 Seats, 2 Trustees)
- Blue Earth County Medical Society (2)
- Blue Earth Valley Medical Society (1)
- Brown County Medical Society (1)
- Camp Release District Medical Society (1)
- Lyon-Lincoln County Medical Society (1)
- McLeod County Medical Society (1)
- Mid-Minnesota Medical Society (3)
- Nicollet-LeSueur Medical Society (1)
- Sibley County Medical Society (1)
- Southwestern Minnesota Medical Society (1)
- Waseca County Medical Society (1)
- WM West Metro (64 Seats, 5 Trustees)
- Hennepin Medical Society (64)
- S Specialties (28 Seats)

- American Academy of Pediatrics, Minnesota Chapter
- American College of Cardiology, Minnesota Chapter
- American College of Emergency Physicians, Minnesota Chapter
- American College of Physicians, Minnesota Chapter
- American College of Surgeons, Minnesota Chapter
- American Society of Internal Medicine, Minnesota Component
- Association of Neurologists of Minnesota
- Minnesota Academy of Family Physicians
- Minnesota Academy of Ophthalmology
- Minnesota Academy of Oto-Laryngology/Head/Neck Surgery
- Minnesota Allergy Society
- Minnesota Association of EMS Physicians
- Minnesota Dermatologic Society
- Minnesota Neurosurgical Society
- Minnesota OB/GYN Society
- Minnesota Orthopaedic Society
- Minnesota Physiatric Society
- Minnesota Psychiatric Society
- Minnesota Radiological Society
- Minnesota Society of Anesthesiology
- Minnesota Society of Clinical Oncology
- Minnesota Society of Neurological Sciences
- Minnesota Society of Pathologists
- Minnesota Society of Plastic & Reconstructive Surgeons
- Minnesota Surgical Society
- Minnesota Thoracic Society
- Minnesota Urological Society
- North Central Occupational Medical Association

SEC Sections (6 Seats)

- Medical Student
- Resident Physicians
- Young Physicians
- Organized Medical Staff
- Long Term Care Physicians
- Medical Coroners and Medical Examiners

MSD Medical School Deans (3 Seats)

- University of Minnesota, Duluth
- University of Minnesota, Minneapolis
- Mayo Medical School, Rochester

front-seating

