

**MINUTES**  
**COLLEGE OF MEDICINE-JACKSONVILLE EXECUTIVE COMMITTEE**  
**October 23, 2024**  
**3:00 P.M.**  
**Zoom**

The meeting of the College of Medicine-Jacksonville Executive Committee was called to order by Linda Edwards, MD, on October 23, 2024, at 3:00 p.m., via Zoom.

**ATTENDING**

**Members:** Dominick Angiolillo, MD, PhD; K. C. Balaji, MD; Ramon Bautista, MD; James Cain, MD; David Chesire, PhD; Eric Conde, MSA; Steven Cuffe, MD; Carol Diachun, MD, MSED; Elizabeth DeVos, MD; Linda Edwards, MD; Tirbod Fattahi, MD, DDS; Frank Genuardi, MD; Kelly Gray-Eurom, MD, MMM; Shane Hester, DO; Pradeep Kadambi, MD; Colleen Kalynych, EdD; Arshag Mooradian, MD; Leigh Neumayer, MD, MBA, MS; Alex Parker, PhD; Kelly Sharp, MBA, CPA, CMA; Elisa Sottile, MD; Daryoush Tavaniaepour, MD; Darrell WuDunn, MD; Elisa Zenni, MD

**Guests:** Carrie Adams, Destiny Evans, Anna Harper, Julie Simpson, Bonnie Steele, Nancy Stover, Bill Young

The minutes of the College of Medicine-Jacksonville Executive Committee meeting on August 28, 2024, were approved.

**Dean's Report:** Dr. Edwards stated that she hopes no one had family or friends impacted by the two storms. There will be a debriefing with hospital leadership, particularly in regards to clinical operations and communication to staff, residents and faculty. Dr. Edwards reported for Mr. Miller on the hospital updates. The Faculty Physicians Lounge opened October 2, 2024. Groundbreaking for the Haley Emergency and Trauma Center is scheduled for November 21, 2024. The Rehabilitation Hospital opened and they had their Joint Commission opening survey last week. The Baxter IV solutions issue continues and is being managed. UF plans to announce the appointment of a search advisory committee for the UF President. The committee will advise the Board of Trustees. The UF Health corporation board and committee meetings were held virtually the end of September due to Hurricane Helene. UFJPI Board will be an advisory board and revised by-laws are being drafted for review. The UF Health System Transition Executive Committee has been meeting weekly and will identify opportunities for 'systemness" in the areas of revenue cycle, supply chain and purchased services, clinical documentation improvement and pharmacy. Dr. Motew is forming his executive team. The Chief Translational Officer is Jess Milton; the Chief of Human Resources is Ed Daech; and the Chief Financial Officer is Goeff Gardner. The Regional Campus implementation work continues. There are two office name changes to create better alignment with our Gainesville colleagues as we move forward with regional campus designation. The Office of Educational Affairs will be renamed the Office of Graduate Medical Education and the Office of Student Affairs will be renamed the Office of Educational Affairs. In the midst of transition, change and uncertainty, let us remember our mission: to heal, to comfort, to educate and to discover. Dr. Edwards thanked the group for their dedication to each of our missions and asked that her thanks be passed along to our staff and various departments.

**Quality and Safety Update:** Dr. Gray-Eurom reported on the quality data and system approach. The ambulatory Q&A will be discussed more and more as time goes on. Dr. Kadambi stated that

## MINUTES

College of Medicine Jacksonville Executive Committee

October 23, 2024

Page 2

one of the things we want to do for the first board meeting is to educate the board members on the difference between the hospital and practice plan metrics.

**Faculty Advancement and Engagement:** Dr. Edwards reported for Dr. Joseph. P&T meets today to review the Associate Professor packets. We had 6 faculty from Jax out of 27 serving on the committee. The committee reviewed 59 candidates' packets. The six faculty who serve on the P&T committee are: Drs. Castillo, Hoefnagel, Feldhammer, Isache, Neumayer and Sheikh: All are doing a great job! Notifications were sent to all departmental leadership to encourage faculty who meet the criteria for mid-cycle review (4 years from hiring or sooner if faculty served as an assistant professor in another institution) to highly encourage faculty to participate in the process. It is an important process to get feedback from the COM P&T on their readiness for promotion. The Mid-Cycle Review is focused on Assistant Professors, but review of Associate Professors' packets can be done upon request. The newly established Committee on Faculty Advancement and Engagement is finalizing a new program at UFCOMJ Faculty Pathway to Success in Promotion (we are still finalizing the name) to start in January 2025. Each session will be 90 minutes and will be virtual. Announcement will be going out to faculty very soon.

**GME Update:** Dr. Zenni stated that the OMS residency received approval without reporting requirements from the Commission on Dental Accreditation. The 2024/2025 faculty development series has been launched and a certificate in AI has been created. The ACGME is in the process of a major revision of the institutional requirements which will place a significant emphasis on the integration between the sponsoring institution (COMJ) and the primary clinical learning environment (UF Health Jacksonville). A Program Directors retreat will be held on April 1, 2025.

**UGME Update:** Dr. Genuardi stated that the annual clerkship directors retreat is scheduled for October 24, 2024, in Jacksonville. There is a medical student research program for first year medical students that allows them to receive a small stipend to do research during the summer between their first and second year. The research is done in conjunction with College of Medicine faculty. Some research is done with our faculty in Jacksonville. An email went out on how to get the faculty's projects on the list of potentially available projects from which the students can choose. Please pass this information on to your faculty. A small PEA stipend is available for the faculty who participate and mentor students' and their participation.

**Administrative Affairs Update:** Mr. Conde asked that information be included on the Personnel Action Form for the offer letter regarding prior salary discussions or hospital support. He asked that the departments be cognizant it will likely require an amendment of the visa if a title is changed.

**Countries of Concern:** Dr. Edwards stated that our UF attorneys will attend the November COMJEC meeting to discuss countries of concern.

**Development:** Mrs. Harper stated that upcoming events include the Turkey Trot on November 28, 2024, and the Festival of Lights on December 7, 2024.

MINUTES

College of Medicine Jacksonville Executive Committee

October 23, 2024

Page 3

**Borland Library**: Mrs. Adams stated that there are two smart white boards in the library that can be reserved.

There being no further business, the meeting adjourned at 4:00 p.m.

A handwritten signature in black ink, appearing to read "Linda Edwards", written over a horizontal line.

Linda Edwards, MD

Dean, College of Medicine – Jacksonville