

Regulatory Advisory Panel

Charge

To protect, promote, and advance the veterinary profession by strategically identifying, prioritizing, and processing regulatory matters pertaining to the Panel's delineated areas of competency and making recommendations to the Board of Directors. Panel has the authority to convene working groups of qualified individuals with clear objectives. Panel should operate with awareness of the needs of AVMA's diverse professional segments, and identify opportunities for general membership involvement.

"Regulatory matters" include those veterinary medical issues that involve regulatory agencies and also that policy-making which guides legislative bills and international standards within the competencies comprising the Panel's membership (described below).

Membership

The Panel will be competency based and consist of 10 – 12 members, collectively possessing expertise in the following areas:

- Epidemiology
- Public health
- Pharmacology
- Food safety
- Microbiology
- Toxicology
- Immunology
- Environmental health
- Public policy/public agency experience
- Occupational safety

The panel will collectively possess experience with a diversity of animal species and be drawn from a range of backgrounds including employment. Individuals will be visionary leaders with excellent communication and interpersonal skills.

Counted among the total voting members of the Advisory Panel will be one representative of each of the four encompassed entities that otherwise report to the Board of Directors. These include:

- Committee on Environmental Issues (CEI)
- Council on Biologic and Therapeutic Agents (COBTA)
- Council on Public Health and Regulatory Veterinary Medicine (CPHRVM)
- Food Safety Advisory Committee (FSAC)

The Clinical Practitioners Advisory Committee (CPAC), which advises the COBTA, will have a nonvoting position on the Panel.

The Regulatory Advisory Panel chair and vice chair will be appointed by the Regulatory Advisory Panel Selection Committee for the purpose of the pilot.

Member Selection Process

Each of the encompassed entities will select its representative to serve on the Advisory Panel and contribute to the needed collective competencies of the Panel. The remaining 6 – 8 "at large" members of the Advisory Panel will be appointed through an open call and competitive selection process, which involves:

1. Advisory Panel Organizing Committee (4 members; electronic meetings only)
 - Two members of the Board of Directors, selected by the Chair of the Board of Directors
 - Two House of Delegates members selected by the Chair of the House Advisory Committee
 - Advisory Panel Organizing Committee selects its chair.

- Advisory Panel Organizing Committee identifies and selects 7 AVMA members to serve on the Regulatory Advisory Panel Selection Committee and the chair and vice chair of that Selection Committee
 - Organizing committee is authorized to hold conference calls as needed
2. Regulatory Advisory Panel Selection Committee (7 members; electronic meetings only)
- Consists of 7 members who are serving on an AVMA entity (other than on an entity encompassed by the pilot program) or who have served on any AVMA entity in the past, have familiarity with areas of competency required of the Panel for which they are selecting, have an expansive network of veterinary contacts, are knowledgeable about AVMA structure and function, and have been selected by the Advisory Panel Organizing Committee.
 - Recruits potential thought leaders and invites applications.
 - Selects the 6 – 8 “at large” members of the Panel based on results of the review of applications (including CV, application, and statement of intent), and interviews with Panel applicants. Current members of councils and committees are eligible for Panel service.
 - Appoints the Regulatory Advisory Panel chair and vice-chair for the purpose of the pilot.
 - Selection Committee is authorized to hold conference calls as needed

Vacancies in the membership of the Organizing Committee, Selection Committee or Panel shall be filled by the same selection process as originally selected.

Meetings

The Panel is authorized to hold up to 2 in-person meetings per year and as many electronic meetings as needed.

Panel members are encouraged to join the meetings of entities encompassed by the Panel. When in-person meetings of encompassed entities are held in conjunction with Panel meetings, Panel members may attend the entity meetings in person; otherwise, they may join encompassed entity meetings electronically.

The members of participating councils and committees will prepopulate the pool of working group participants, and qualified, interested members can volunteer to participate in this pool as well. Additional individuals may be invited by the Advisory Panels, based on the subject at hand. Thus a working group may be a single committee, a combination of a council and committee, subsets of members from several councils and committees, added members not presently on councils or committees, and any combination therein.

Funding

Funds are authorized in accordance with the AVMA Travel Policy for the Panel to hold up to 2 in-person meetings per year.

Reporting

Councils and committees shall report to the Board pursuant to the Bylaws.

- At the outset of the pilot, Councils and Committees will finish work that has been underway and make recommendations to the Board of Directors, with the opportunity for the Advisory Panel to comment by memo with respect to the priority of the work.
- As the pilot progresses and new work begins to come through the Advisory Panel, distributed to representatives of the encompassed entities in working group fashion, and back to the Advisory Panel, the latter will advise the Board and include reports of the entities to the Board (e.g., by memo). This approach tests the function of the Advisory Panel System and retains the reporting function of the councils and committees as provided in the Bylaws.

Advisory panels will report to the Board of Directors on a quarterly basis the work that is underway and that work which is anticipated.

Performance Assessment

A pre- and post- pilot performance assessment will be conducted, analyzed by a third party, and reported to the BOD promptly at the conclusion of the pilot.

Life Expectancy

The Panel will be sunset following completion / termination of the Advisory Panel Pilot unless otherwise authorized by the Board of Directors. The Advisory Panel Pilot is expected to span 18 months.