**TO: NYSAFP Members**

**FROM: Scott G. Hartman, MD - Secretary**

**RE: Official Notice of NYSAFP Congress of Delegates – Virtual**

**DATE: February 1, 2021**

In light of COVID 19 and accompanying guidelines, NYSAFP has made the decision to conduct the 2021 Congress of Delegates virtually.

**Notice**

Notice is hereby given that the 73rd Congress of Delegates (COD) of the New York State Academy of Family Physicians will convene on **Sunday, May 16th at 8:00 AM** as a **virtual meeting**. Here is a very brief description of the meeting. More detailed information will be provided as plans for the virtual meeting are finalized.

In order to conduct the Congress as a virtual event it will be necessary to complete as much work as possible prior to publication and consideration of reference committee reports. Consequently, resolutions will be published, and instructions will be provided regarding how members may comment on resolutions electronically.

Comments on resolutions will be accepted until 11:59 PM on Thursday, May 20th.

The reference committees will meet on Saturday, May 22nd to prepare their respective reports. The reports will be available online as soon as possible that afternoon.

The **Congress will reconvene virtually on Sunday, May23rd at 8:00 AM** to conclude business.

[COD registration is available online](https://netforumpro.com/eWeb/DynamicPage.aspx?Site=NYSAFP&WebCode=EventDetail&evt_key=d20d1351-1ce1-4865-8da2-5213377ce46c) SOON!– May16 COD convenes; May23 COD reconvenes.

All COD files will be available and updated as warranted available here: <http://www.nysafp.org/Member/Governance/Congress>

See the [COD Operations Manual](https://docs.google.com/document/d/1KQKBunXU7dLPksqqXwst0A8PQWUVhzM4Cynnmdo--TY/edit?usp=sharing) for all things COD!

If you want to submit a resolution, please refer to the [**Resolution Writing Template**](http://www.nysafp.org/NYSAFP/media/PDFs/2017%20COD/COD%202020/Resolution-Template-2020.pdf) for guidance. Anything submitted after April 16 will be considered late.

**March 16**

Bylaws amendments posted.

**April 16**

Resolution due date.

Any resolutions received after this date will be deemed LATE. Our policy & operations manual states that the planning committee approves late resolutions (any resolution submitted after April 16) that are “particularly timely, time-sensitive, or deemed to be in the Academy’s best interest to consider them.”  We will be strictly enforcing this rule.  Any resolutions submitted after April 16 must include an explanation as to their exigent circumstances.

**Friday May 7**

Delegate and Alternate registration deadline

**Friday May 14**

New Delegate Orientation

**Sunday May 16**

Open Congress

Opening remarks

Request for any additional late resolutions

Annual Reports

AAFP President Elect, Dr. Ada Stewart presentation/video

Remarks by Dr. Matuszak

Introduction of Reference Committees by Dr. Brilliant

Opening of written testimony on resolutions

Orientation for the rest of the COD process

**Thursday May 20**

Resolution testimony (comment period) closes at 11:59pm

**Saturday May 22**

Reference Committees meet

Reference Committee reports posted and notice sent to access the links here: <http://www.nysafp.org/Member/Governance/Congress>

Students and Residents meet with President Dr. Matuszak and Dr. Mumford

Residents elect board representatives

**Sunday May 23**

Congress re-convenes

Remarks by Dr. Mumford

Elections and Installation

Extractions due: send in advance via email to [Speaker, Vice Speaker, Staff](mailto:donna@nysafp.org?subject=2021%20COD%20Extraction)

Reference Committee reports discussion

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***Become a Delegate/Alternate***

If you are interested in becoming a delegate from an active chapter, please contact your leadership. Contact us if you need information.

If you are interested in becoming a delegate and you live in a county that does not have an organized county chapter, contact EVP Vito Grasso for information regarding how you can become a delegate. You may reach Vito at vito@nysafp.org or 1-518-489-8945 x1.