



Speaker's Update

April 30, 2021

Dear Delegates,

This Speaker's Update contains important information for the May 6, 2021, Special Meeting of the House of Delegates which will begin at 7 PM EDT. This meeting was called by the House Officers to act ONLY on the motion by the Standing Rules Committee to revise the Standing Rules. The proposed revision can be found on the 2021 AAPA House of Delegates Virtual Meeting webpage. It is important that all delegates participate in this meeting, so we have a quorum to act on the Standing Rules.

Thank you to the delegates who were able to join us on April 27th for the technology practice session for our upcoming meetings. It was helpful for you to get accustomed to the platform we will use for the meeting and for us to test some things in advance of the meeting.

Use of Video

We did attempt to utilize the video feature to be able to see delegates as they give testimony. The use of the video feature created some significant delays and difficulties, so the House Officers have decided NOT to use this feature for our upcoming meetings. As we did for the November 2020 meeting, participants will be recognized to speak and will be allowed to unmute themselves but will not have the option to turn on their video. This will help us to address our business in an orderly manner without the delays seen with the use of the video during our practice session.

Poll Everywhere Voting App

Because we will have non-voting members on the Zoom Webinar platform for our meeting, it is necessary to use a separate application for voting. Only the "seated" delegates who were properly credentialed by the stated deadline of April 22nd will have access to our Poll Everywhere voting site. Accompanying this Speaker's Update are instructions to log into the application and change your password, if necessary. **Please log in to this application before the day of the meeting to make sure you can access this site. If you have any issues accessing Poll Everywhere, email aapa21HODtechsupport@freemanco.com** for assistance. On May 6th, you will be able to log into the Zoom Webinar 45 minutes prior (6:15 pm EDT) to the meeting to make sure you have access for voting. At that time, there will be a process to troubleshoot and get everyone settled prior to the start of the meeting. It is imperative that you follow the attached instructions prior to the meeting so we have time to troubleshoot those who continue to have technical problems.

Here are some hints for the use of Poll Everywhere for our meeting:

- It is preferred to use your browser to access Poll Everywhere rather than the Poll Everywhere app.
- Do NOT search on your browser for Poll Everywhere. Instead, type in pollev.com/aapa21
- With the use of Poll Everywhere during our meeting, you may have to “refresh” on your browser if your computer does not do so frequently. If you are logged in and not seeing what you are supposed to be seeing at the time, please quickly refresh your browser.
- It is generally recommended to use a separate device such as your cell phone or tablet for Poll Everywhere. You can use the same computer with a different window, but it may be more tedious to go back and forth between the windows.

Amendments

If you have amendments you wish to recommend for the Standing Rules, you can send them to amendments@aapa.org prior to the start of the meeting. Accompanying this Speaker’s Update are the guidelines to submit any amendments. This will allow us to project proposed amendments in a more efficient manner. Please keep in mind that there will likely be amendments proposed during the course of the meeting that we will have to type in “real time”. We ask that all delegates be patient as we do our best to accurately project the amendment being offered and discussed.

Participating in the Meetings as a Group

At the practice session, some delegations indicated they planned to watch the HOD as a group on one computer. This is acceptable but I want to remind those delegations of the following:

- When called upon during any testimony, we will recognize the name of the person who logged into the Zoom Webinar platform. The delegation will need to remember who logged in for their delegation.
- When you raise your hand and are recognized, only 1 person will be allowed to speak and only for the time allotted (5 minutes for initial testimony; 3 minutes for subsequent/rebuttal testimony). If there is a 2nd person in the delegation who wishes to speak, we will “lower your hand” after the 1st person, and you will have to raise your hand again and get back in the queue for the 2nd person. There will be no sharing of time or yielding of time for a 2nd speaker.
- All “seated” delegates will need to log into Poll Everywhere (pollev.com/aapa21) on separate devices to vote.

Key Dates

With so many important dates and deadlines approaching to prepare for the May HOD meeting, following is a chronological list for your reference.

- May 6 – Special HOD Meeting to consider proposed Standing Rules changes (7-9 pm EST)

- May 6 – Deadline for eligible voters in HOD Elections to be current AAPA fellow or student members.
- May 12 – Deadline for any changes to delegations and for all delegates to be credentialed for the HOD Meeting on May 20-22 & 24.
- May 20-22 & 24 – 2021 Virtual HOD Meeting
- May 22 –3:00 p.m. EDT deadline to change credentialed delegates for General Session II on May 24

Quick Links

[2021 HOD Meeting Materials Webpage](#)

[Previous Speaker's Updates](#)

[2020-21 AAPA Policy Manual](#)

[HOD Apportionment for May 2021 Meeting](#)

[Delegate List](#)

[CO Officer Compliance Webpage](#)

[Resolution Guidelines & Policy Paper Guidelines](#)

[Conflict of Interest & Disclosure Form](#)

[Delegate Notification Form](#)

[Delegate Change Form](#)

[CO Annual Update Form](#)

[2020 Summary of Actions](#)

[HOD Webpage](#) or www.aapa.org/hod

Please let the House Officers know if you have any questions. I do anticipate a similar Speaker's Update after our May 6th meeting in preparation for our HOD Annual Meeting from May 20-24, 2021.

William Reynolds

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