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The 2021 Leadership Conference, a combination of the Annual Leadership Forum and Summer District Meetings is scheduled for August 5-8. **The resolution deadline for the Leadership Conference is April 1<sup>st</sup>, 2021.** As your Chapter Forum Management Committee (CFMC) representative, I am responsible for facilitating in the resolution process.

As an AAP member, you have the opportunity to advocate for and influence national AAP policy and priorities through the resolution process. Any member or trainee can write a resolution. Some examples of “Top 10” resolutions in recent years addressed structural racism, immigrant health, gun safety, and immunization strategies.

### **Step 1 – the idea**

The process for submitting a resolution starts with an idea. As your District’s CFMC representative, I can work with any and all District general pediatricians, medical subspecialists, surgical subspecialists, and trainees who would like to write a resolution. The attached ***Guidelines for Resolutions*** have links to the AAP website to make it easier to search for past resolutions; current AAP policy; and any policy statement or technical reports currently in development.

Once a resolution is written (see ***attached resolution template***), it must be submitted to national AAP by the **April 1<sup>st</sup> deadline to [resolutions@aap.org](mailto:resolutions@aap.org).**

### **Step 2 – the sponsorship**

All resolutions need a sponsor. Members should submit resolutions to your AAP chapter for sponsorship consideration. You can also get sponsorship from a Section, Council, or Committee. Resolutions may also have District sponsorship if all chapters in our District agree with the intent of the resolution.

### **Step 3 – the Virtual Reference Committees**

After a resolution is submitted, the **CFMC committee** looks at each resolution to ensure it:

- addresses a request for the AAP to take action or develop policy on a new issue or make changes to existing AAP policy
- does not overlap with work already being done by the relevant AAP committee, council, or section
- is within the scope of the AAP

Resolutions that are accepted will then be discussed at ***Virtual Reference Committees*** in July; these are 2 hour conference calls to which all resolution authors and chapter officers are invited to attend and participate. Changes may be proposed and editing is done, and then the resolutions are presented at the ***Leadership Conference*** in August.

#### **Step 4 – the Leadership Conference**

Your chapter presidents and vice presidents, as well as the section, council, and committee chairpersons, and district chairs and vice chairs, all attend the Leadership Conference. Resolutions are debated and voted upon at the conference, and then the attendees vote for which resolutions they feel should be in our top 10 priorities.

#### **Step 5 – the action on your resolution**

The AAP Board of Directors will continue to address the Top 10 resolutions even after the Leadership Conference. The remainder of the approved resolutions are forwarded to the relevant AAP committee, council, section, or department for further review and action. As a resolution author, you will be informed of that process in the Fall.

Anyone who is a member can write a resolution – all you need is a good idea. Please take a look at these [Guidelines](#) and contact me if you have an idea and would like help getting started.

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