



DELAWARE INSTITUTE OF MEDICAL EDUCATION & RESEARCH (DIMER)

Nominating Committee Minutes

Wednesday, April 23, 2025

10:00 am – 11:00 am

Hybrid In-Person and Teams Meeting

Meeting Attendance

DIMER Nominating Committee Members Attending:

- Brian Levine, MD (Chair)
- Kathleen Matt, PhD
- Marshala Lee-McCall, MD, MPH

DIMER Nominating Committee Members Absent

- Joyce Robert MD

Delaware Health Care Commission

- Sheila Saylor, Public Health Treatment Coordinator

Public Attendance

- None

Dr. Brian Levine called the meeting to order at 10:08 am.

Meeting Minutes

Approval of Meeting Minutes

Dr. Levine requested a motion to approve the March 26, 2025, meeting minutes. Dr. Lee-McCall made a motion to approve the minutes, and it was seconded by Dr. Matt. The committee made no objections and the minutes were approved.

Conflict of Interest and Recusal:

Dr. Levine expressed concerns about voting on candidates for DIMER Chair (Neil Jasani and Tabassum Salaam) to whom he reports to professionally. Dr. Levine requested to recuse himself to maintain impartiality. However, Dr. Matt highlighted that recusing would affect quorum, and suggested abstaining as an alternative that counts towards quorum but doesn't require public disclosure of individual votes

Public Voting and FOIA Compliance:

The committee discussed the challenge of voting publicly due to FOIA requirements, which mandates a public vote and those votes be associated with individual voters and documented in the minutes. The committee noted discomfort with public votes, especially since some board members have professional relationships with candidates, and some candidates themselves may want to abstain or recuse. Sheila plans to consult legal counsel to clarify if votes must be publicly disclosed or if confidentiality can be maintained.

Voting Procedure and Confidentiality Solutions:

To protect voter privacy while complying with FOIA, the committee proposed using paper ballots or email submissions where voters write their names, but the actual vote choice remains confidential. A confidential code sheet linking voter identities to ballot numbers might be kept by Sheila only, ensuring accountability without public disclosure of individual votes. Votes would be tallied publicly by candidate totals only. This proposal will be discussed with legal for validity at a meeting Monday April 28, 2025, with Sheila Saylor, Elisabeth Massa and counsel.

Candidate Presentations and Questioning:

The nominees will be randomly assigned presentation order via a public draw. Each will have 5 to 10 minutes to present their vision, potentially with slides submitted by Monday April 28, 2025, to Ms. Saylor before the meeting. The board will ask questions only after all presentations are complete, avoiding candidates hearing each other's presentations or questions to prevent influencing each other.

Handling Nominee Presence During Voting:

Initially, there was consideration for nominees to leave the room during voting, but it was decided they will remain in the room and vote as part of the quorum if the paper ballot process is approved. This was also to avoid reducing the quorum and complicating the process.

Legal Review and Finalization:

The finalized voting procedures will be sent to legal counsel (Deputy Attorney General Patrick Smith) for approval. The committee acknowledges that if legal insists on fully public votes, members close to the candidates might have to recuse or abstain, risking quorum issues. The group prefers the confidential ballot method to maintain integrity and privacy.

ADJOURN

The meeting was adjourned at approximately 10:58 am.