

Clinical Laboratory Scientists of Alaska
Board of Director's Meeting
January 22, 2011
Winter

The meeting was called to order at 0910 AM

Roll call indicated the following individuals were present:

| | |
|-----------------------------------|---------------------------------|
| President | Gloria Tomich |
| Past-President | BJ Anderson |
| President-Elect | Constance Stager - Skype |
| Treasurer | Jill Jefson |
| Secretary | Tony Gregston |
| District Director-Arctic/Interior | Teresa Johnson - Skype |
| District Director-Central | Kim Ruechel |
| District Director-South-Central | Greg Davis |
| District Director-Southeast | Not present |
| District Director-Western | Bill Doughty-Skype |
| Membership Chair | Mary Lashinski - Phone |
| UAA Representative | Heidi Mannion |
| CLSA Webmaster | Not Present |
| TAT Editor | Constance Stager - Skype |
| Industrial Liaison | Not present |
| Student Member | Allison Theriault |
| Historian/Awards | Not present |
| P.A.C.E. Coordinator | Shannon Billings |
| By-Laws | Not Present |
| Government Liaison | Not Present |
| POL | BJ Anderson |
| National Medical Lab Week | Not present |
| Professional Affairs | Sherri Kulhanek -Phone |
| Conference Chair | BJ Anderson |
| First Year Professional | Not Present |
| Nominations and Elections | Not Present |
| Region IX Director | Mary Lashinski - Phone |
| Region IX Student Rep | Not present |
| Region IX New Professional Rep | Holly Berg |

Minutes from the Fall meeting: Tony Gregston

Minutes had been sent to all board members previous to the meeting.

Correction to the minutes- None

- Heidi M. moved to accept the minutes
- Greg D. seconded the motion.
- All were in favor.

Treasurer's report: Jill Jefson

ACTIVITIES:

1. Account signers changed at Alaska USA to Jill Jefson, Tony Gregston, and BJ Anderson. Constance Stager was not included because there is no Alaska USA branch in Kotzebue, and the challenges with getting all signers present at one time with the appropriate documentation didn't seem to warrant adding a 4th signer to the account.
2. Conflict of Interest policy was approved by vote of the BOD via e-mail.
3. Renewed website domain name (CLSAonline.org) for 5 years. Changed primary contact for Domain name through Network Solutions from Lana Assyd to Jill Jefson.
4. Awarded Peregrina Roberson \$255.00 with Dan Fieblekorn Scholarship for additional expenses incurred (hotel and CE registration) while attending NWMLS as Region IX student representative.
5. Met with several BOD members to do general audit of 2009-2010 year November 2010.
Fiscal year 2009-2010
 - a. Opening balance \$42,438.46
 - b. Ending balance \$51,080.02
 - c. Net difference \$8,641.56
6. Taxes filed electronically for 2009-2010 fiscal year with CPA firm Laughlin, Ogle and Rodger for \$600.
7. Balances as of 12/31/2010 – moved \$15,000 to Super Money Market with better interest rate than checking account. See spreadsheet for complete details.

| | |
|----------|-------------|
| Checking | \$5,427.09 |
| SMM | \$44,306.57 |
| Total | \$49,733.66 |

Balances as of 12-31-10 do not reflect any recent deposits/withdrawals for the month of January.

COMMENTS/CONCERNS:

Travel Estimates - Mileage reimbursement for 2010 is 50 cents per mile.

Next year's ASCLS National conference is Atlanta, GA. As of 1/15/2011, Kayak.com search has flights from ANC for \$667, and for \$1074 from Kotzebue. Flights to Wash, DC were from \$442 from Anchorage in March for legislative days.

Remember all check requests should come on a voucher request with the reason for the request, budgeted section, and all supporting receipts. This makes filing and allocation to the appropriate budget item much more streamline. Several of the expenses last year did not have voucher requests, which made auditing the records more difficult.

Motion to accept Treasurer's report by BJ Anderson

Seconded by Heidi M.

All in Favor

Board Reports:

President : Gloria Tomich

ACTIVITIES:

- Organized Winter BOD meeting using Skype for distant attendees
- Requested an email vote to approve scholarship monies for Peregrina's travel expenses to NWMLS above monies she received from Region IX. Eight board members responded, all approved.
- Requested an email vote to approve the Conflict of Interest Policy as written. Six board members responded, all approved.
- Forwarded request for input on the revised ASCLS Mission Statement. No comments were received from BOD or Committee Chairs.

COMMENTS/CONCERNS:

- ASCLS has amended their By-Laws to include the state society's New Professional as one of the delegates attending the House of Delegates at the national meeting. Callie has been emailed to determine her availability.

REQUEST:

- Suggestions for Member of the Year and Constituent Society Omicron Sigma awards. Deadline is February 15, 2011.
- Suggestions for Keys to the Future nominations. Deadline is April 30, 2011.

President Elect: Constance Steger

Past President: BJ Anderson

ACTIVITIES:

1. Preparations for the 2011 Conference.
 - A. Negotiated contract with the downtown Hilton for space.
 - B. Confirmed dates of conference to be April 6-8.
 - C. Procured an online registration platform and set up exhibitor registration – to date there are 11 confirmed exhibitors.
 - D. Setting up online registration for participants.
 - E. Reserved the Sour Dough Mining Co. and the Wild Berry Theatre for our social event on Thursday, April 7. I'm also working on a contract with a dance group that will perform American Tribal Style of Bellydance, Brazilian/African Dance, and an Oriental Bellydancer.

Heidi is coordinating recognition of long term members.

- F. Program – I've been coordinating with Shellie Smith regarding the program and setting up the e-registration for the program and hope to soon release the e-registration so participants can begin to sign up. Many thanks to Shellie for the work she has done.
- G. Contacted Art Services North regarding Pipe and Drape.

COMMENTS/CONCERNS:

1. Registration fees – there is concern that the fees are overpriced if a member attends all available sessions. I recommend that we set up one registration route for members only that would cost \$350 for any sessions for all 3 days. This is the same price as national. A free lunch for members is already given to them on Friday. The National conference does not include any food and therefore I recommend that participants that use this registration type would have to buy their lunch tickets for Wednesday and Thursday.

REQUEST:

See Comments/Concerns above.

Arctic/Interior District: Teresa Johnson

ACTIVITIES:

I am continuing to forward information about educational opportunities to members in the region.

I worked with third year Medical Students who rotated through our office to introduce them to the lab and what they can expect from the Laboratorian they will work with as well as how to assist us so we can all serve the patient better.

I have started a new position with Fairbanks Memorial Hospital working at the Tanana Valley Clinic lab so my work contact information has changed. The lab will be moving to a new location on Monday and I will be getting new phone numbers etc as soon as we know what they will be.

COMMENTS/CONCERNS:

None at this time

REQUEST:

None

Central District: Kim Ruechel

ACTIVITIES:

I have attended conference committee meetings this fall.

COMMENTS/CONCERNS:

None.

REQUEST:

I would like to resign from my position as Central District Director. Please add this position to the general election ballot at the 2011 conference. Thank you.

Southeast District: Betty Jo Whitcomb

No Report

South Central District: Greg Davis

ACTIVITIES:

1. Still trying to connect with Dennis Moore to get him involved with the organization.

COMMENTS/CONCERNS:

1. FYI My inquiries indicate that the info regarding the licensure bill doesn't seem to be reaching the masses.

REQUEST: None at this time.

Western District: Bill Doughty

First Year Professional: Callie Ashcraft

ACTIVITIES: Possibly helping out with job career fair day at Providence Hospital again.

COMMENTS/CONCERNS: This is my last year for First Year Professional.

REQUEST: None.

Region IX Director: Mary Lashinski

Activities of Region IX Director:

- Attended 2010 NWMLS in Portland, OR.
- Conducted the Region IX Fall Forum October 15, 2010, which included a special recognition of James Holley from Oregon as a 50 Years ASCLS member.
- Acknowledged the attendees at the ASCLS-WA Fall Meeting and excused myself so that I could attend the ASCLS –OR Fall Meeting on October 15, 2010 in Portland, OR.
- Participated in the ASCLS BOD Conference Call October 28, 2010.
- Corresponded with ASCLS, Regional & state leaders, mostly emails
- Corresponded with national board at least a few times a week by email
- Updated Region IX Directory & sent in to Elissa
- Wrote an article for ASCLS Today (October issue)
- Serving as Board Liaison to the Abstract Review Committee, and Scientific Affairs Committee, and a member of the Appointments Committee and Minutes Committee.
- Participated in Abstract Review Committee Conference Call 11/15/10.
- Corresponded with Scientific Affairs Committee through emails.
- Worked with Appointments Committee and Nominations Committee to help fill open positions for 2011-2012 appointments and elections.

- Passing on updates and other information from national to the appropriate regional representatives as it comes in.
- Corresponding with 2010 NWMLS Committee and Region IX leadership in regards to finalizing records for the 2010 NWMLS.
- Working with WA leaders organizing 2011 NWMLS.
- Working with the Region IX Leadership involved with updating the NWMLS Guidelines.
- Accepted a framed certificate on 1/20/11 in Irene Hemphill's absence at a Fairbanks Convention and Visitors Bureau Reception honoring her, CLSA, and other organizations for being a meeting ambassador and bringing a conference, attendees, and money to the community.

Events/Updates

- Clinical Lab Educators Conference - February 17-21, 2011 Fort Lauderdale, FL
- ASCLS Legislative Symposium - March 21-22, 2011 Washington, DC
- Annual CLSA Conference - April 6-8, 2011, at the Anchorage Downtown Hilton, Anchorage, AK
- ASCLS-WA Spring Seminar - April 28-30, 2011, at Red Lion Hotel at the Quay, Vancouver, WA
- ASCLS Annual Meeting will be in Atlanta, GA, July 26-30, 2011
- NWMLS - October 12-15, 2011 at the Lynnwood Convention Center, Lynnwood, WA,

Concerns:

- Each of us needs to make the effort to encourage non-members to join the organization. There is strength in numbers. We can do more and serve our colleagues better with more input and more members. ASCLS is the premiere laboratory organization that was formed by laboratory professionals to serve as the voice of laboratory professionals, represent our interests and advocate for our concerns. Let's invite a co-worker to join us in our efforts to grow the organization.
- Region IX is assigned the state article for the ASCLS Today April issue which is due March 1, 2011. Anyone that has an interest in writing about something pertinent to the field, or giving ASCLS readers insight to your facility, state or region is an option. Please contact me ASAP if interested.

Requests For Action: None.

Committee Reports:

Professional/Public Affairs: Sheri Kulhanek.

No Report

Student Member: Allison Theriault

STUDENT ACTIVITIES:

Promoting profession and the UAA program

- Sponsored Blood Drive at UAA
- Peregrina Robinson is now CLSA Regional Student representative

Fundraising

- Stock snack bar in classroom

- Halloween Fundraiser
- T-shirt sales

Institute for Healthcare Improvement – Open School Chapter

- Laura Boomershine is new chapter leader
- Monthly workshop meetings
- Genes in a Bottle fundraiser planned for this spring

COMMENTS/CONCERNS: None

REQUESTS:

- Any information regarding volunteer opportunities at the state conference.
- Suggestions for organizing medical lab science presentations to children

UAA Representative: Heidi Mannion

ACTIVITIES:

1. In December, we had the following number of students complete our programs: Occupational Endorsement Certificate Phlebotomy-3 and BS-Medical Technology-6.
2. The UAA chapter of the Institute for Healthcare Improvement (IHI) Open School held monthly meetings and has recruited members from other healthcare programs including MPH, WWAMI, Medical Assisting and Dental Hygiene.
3. The move to the new health science building is on track for July 2011. All health programs are going to be moved into a new Health College. A task force is being formed to work out the details and address issues identified by faculty and staff.
4. We continue to receive donations and appreciate everyone's contributions. The donations help to reduce the cost of the program. Contact us before you discard equipment and reagents. They are tax deductible and we will pay for shipping if we can use the items.
5. Members/Alumni that want to donate to UAA can donate to the Excellence in Allied Health Endowment Fund. Donors can specify programs or projects that they want their donation to go to.

LICENSURE:

1. The licensure bill must be resubmitted. Senator Davis was contacted to ask that she sponsor the bill again this session. Before agreeing, she requested additional information. A survey was sent out to lab managers and laboratory professionals to determine if they supported or did not support licensure. The response rate for the survey was low, a second request was sent out on the CLSA listserv and a third request was sent to recent graduates. Only a few more responses were received after the second and third request.
2. Fairbanks Memorial had a vote by e-mail but did not return the survey. Without the survey we cannot verify that the count is accurate. Including Fairbanks Memorial, 9 laboratory managers and 56 laboratory professionals responded. According to the Department of Labor (DOL) there are 524 medical laboratory technicians and

scientists working in the state. The DOL does not track phlebotomist and clinical assistants; they are included in other healthcare professionals.

Results of Survey: Lab Managers- 5 for licensure, 4 against licensure; Laboratory Professionals: 10 for licensure, 44 against licensure (22 votes were from e-mail vote by FMH), 2 abstained from voting. The hospitals that returned the survey include: Norton Sound, Fairbanks Memorial Hospital, Anchorage Neighborhood Health Center, Sitka Community Hospital, Kodiak Medical Facility, Yukon Kuskokwim Health Corporation and 3 people at Providence Alaska Medical Center completed the survey. Although the majority of the laboratory professionals work in Anchorage only 12 votes came from facilities in Anchorage.

3. The Presidents of the IHI Open School and MLT Clubs surveyed the students enrolled in the MLT Programs and found that 28 were for licensure and 2 were against. The student survey was sent directly to Senator Davis.
4. Based on the apathy demonstrated by the lack of response to the survey I recommend that CLSA discontinue its pursuit of licensure until there is more interest among the laboratory professionals working in the state.

Education Coordinator/Web Master: Lorrie Segó

No Report – Updated website is in the process of being done

Turn Around Times: Constance Steger

No Report

Awards/Historian:

No Report

National Medical Professionals Laboratory Week: Mako Mizobe

No Report

P.A.C.E.: Jill Jefson/ Shannon Billings

ACTIVITIES:

8. Met with Jean Krupa and received PACE materials for previous years.
9. Submitted 3rd and 4th quarter reports to ASCLS PACE office.
10. Submitted annual fees for renewal of CLSA PACE provider, web-based CE documentation and submitted change of Program Administrator paperwork and CV to ASCLS national PACE office.
11. Shannon Billings has agreed to take on responsibilities as PACE coordinator for the rest of the year. Will transfer files and historical records at the winter board meeting.

COMMENTS/CONCERNS:

I am too busy with work and the treasurer to continue as PACE coordinator. I will continue as the PACE administrator per ASCLS PACE guidelines until Shannon is fully trained and able to take on the complete committee chairmanship.

Bylaws: Shellie Smith

ACTIVITIES: None at this time.

COMMENTS/CONCERNS: None

Government Liaison: Dave Pierce

No Report

POL: B.J. Anderson

No Report

Nominations and Elections: Jill Jefson

No Report - See New Business

Conference Committee: BJ Anderson

CLSA 2011 Conference Fee Schedule

| Registrant Type | Before March 23 | March 23 or after |
|---|--|-------------------|
| Member per session | \$25 | \$30 |
| Non-member | \$35 | \$40 |
| Student Member | \$10 | \$10 |
| Student Nonmember | \$15 | \$15 |
| Member 3 days unlimited sessions (includes free lunch on Friday only) | \$350 (18 sessions at the per session price is \$450) | \$350 |
| Lunch | \$30 | \$30 |
| Social event April 7 | \$60 | \$60 |

| Registrant Type | Before March 8 | March 8 or after |
|-----------------|----------------|------------------|
| Exhibitor | \$575 | \$600 |

Fees paid by CLSA.

There is a registration fee of about \$3.50 per registrant.

There is a 4.5% fee on the total to pay for the VISA processing.

There is a \$25/table fee from Hilton for each exhibitor.

OLD BUSINESS:

1. Travel Reimbursement:

The motion is to revise the SOP to prioritize Travel reimbursement for the Board and Committee Chair members to attend Board Meetings. First priority will be given to:

President

President Elect

Past President

Travel requests will be submitted prior to the Fall BOD meeting for travel occurring in the next fiscal year. Approval will be based on current budget constraints by the BOD.

Motioned by BJ Anderson

Seconded by Heidi M.

All in favor

Motion passed

New Business:

1. Licensure:

Heidi Manion present the results of the Statewide survey she sent out to all labs. It is determined that CLSA will no longer pursue licensure due to apathy and the lack of response for lab professionals throughout the State.

2. Conference:

BJ Anderson presented updates from the Conference planning committee.

3. Open Positions for Election for 2011:

The following positions are up for nominations at the Spring General Membership meeting: President Elect, Secretary, Artic Region Director, South East District Director, First Year Professional and Nominations and Elections (2)

4. Scholarship Process:

Motion to form a Scholarship Committee. Scholarship Committee is composed of the District Directors who will elect a Chair. Committee Chair will convene a meeting to review applications three times a year. Deadlines will be determined at the beginning of the fiscal year.

Motioned by Gloria T.

Seconded by Heidi M.

All in Favor

Motion passed.

5. Awards:

BOD is asked to think of nominees for the following awards:

Member of the Year

Key to the Future

Omicron Sigma

New Professional

Gold Nugget –

University of Washington and Anchorage Neighborhood Health Center were suggested.

Motion to adjourn by Jill J.

Seconded by Shannon B.

All in Favor

This meeting was adjourned at 1230 PM

Respectfully submitted:

Anthony Gregston, MLT(ASCP)

CLSA Secretary