

Clinical Laboratory Scientists of Alaska
Board of Director's Meeting
April 21, 2004
Sheraton Hotel, Anchorage

The meeting was called to order at 13:10 pm by Sheri Kulhanek.

Roll call indicated the following individuals were present:

Sheri Kulhanek	President
Mary Lashinski	President-Elect
Lana Assyd	Treasurer
Sue Myers	Secretary
Kim Ruechel	District Director-Arctic/Interior
Jim Whitecavage	District Director-Central
Heidi Mannion	UAA Representative
Karen Martin	CLSA Webmaster
Teresa Johnson	Conference registrar
Marsha Souser	TAT Editor
Deanna Everett	Member
Grace Park	Member

Sheri called for additional items for the agenda: No additional items.

Minutes from the Winter meeting

The minutes to the winter meeting had been e-mailed to all of the board and committee members. One typographical error was noted. Changes will be made and the minutes will be sent to the Webmaster.

Treasurer's report: Lana Assyd

- Bank signatory forms have been signed by Lana Assyd, Mary Lashinski, Sheri Kulhanek and Sue Myers.
- Taxes for the fiscal year have been filed.
- External audit was completed at the time the taxes were prepared and the report is on file. The CPA recommended that we change the category of the dues we receive from ASCLS. This has been taken care of.
- Lana recommends that all non-budgeted, out of the ordinary expenses should be passed to the president or district director for approval before being sent to the treasurer.
- Lana opened the topic of airfare reimbursement for delegates. Several suggestions were presented.
 - A recommendation was made that airline miles earned for travel paid for by CLSA should be used for further CLSA travel.
 - Mileage card plan that was discussed at the Fall BOD meeting would require a single individual's social security number and would not be feasible.
 - A recommendation was made to cap the airfare fee during the Fall BOD meeting at current rates.

➤ The following motion was made by Lana Assyd and seconded by Heidi Mannion:

“I move that each year prior to NWMLS, national ASCLS and Legislative Day or any travel outside the Fall Board meeting, the airfare to designated cities be checked and that fare will be reimbursed to the member. Expenses over and above established airfare will be paid by the traveler”

- A vote was taken. All in favor.

Board Reports:

President Elect: Mary Lashinski

- Mary offers her thanks to the Conference Committee for a job well done. She will be watching and working very closely with Sheri to gain as much knowledge as possible for her upcoming term as president.
- Mary will be attending the ASCLS National Convention in LA.
- Mary’s goal is to promote the organization in the Interior as well as statewide.
- Mary is concerned about membership and wants to emphasize picking up lapsed members.
- Mary encourages everyone to visit the ASCLS and CLSA websites.

Past President: Carolyn Johnson

- Carolyn has been available to help Sheri as much as possible.

Arctic/Interior District: Kim Ruechel

- Fairbanks Memorial Laboratory played host to several high school groups this spring.
- Quest Diagnostics hosted a teleconference on phlebotomy to kick off National Medical Lab Week.
- This is Kim’s last BOD meeting in the capacity of District Director.

Central District: Jim Whitecavage

- Jim would like to bring together POL’s and hospital laboratory professionals’ in order to gain a better understanding of the field needs.
- Jim is working on contacting vendors to put together a seminar in Anchorage.
- Jim contacted the State Health Department in Fairbanks to arrange an infectious disease seminar in March 2004.

Southeast District:

- At this time, we do not have a director for this region. Heidi Mannion will put the word out at the UAA MLT Board meeting that we are seeking a region district director.

South Central District Director: Jody Johnson

- Jody will be presenting a workshop at this conference on direct access testing

Region IX Director: Heidi Smith

- ASM supports the premise that ASCLS is the voice of the Profession. We need to thank our friends in ASM for this honor.
- NAACLS has suspended all talks regarding the Masters as the entry-level degree.
- ASCLS is appointing a task force to work on a pilot program for the advanced level CLS Practitioner.

- ASCLS is developing a paper on the Doctorate in Laboratory Science
- ASCLS is writing a position paper on Personnel Licensure.
- A motion was made by the ASCLS Student Director to create a position entitled FIRST Year Professional. This position would be filled by the previous year's Student Forum rep.
- Direct Access Testing Position Paper and the Leuko-reduced Blood Products Position Paper will be presented to the House of Delegates this year.
- State dues for those states that do not have an active society or a state President of record will be channeled into a scholarship account for members to attend the national meeting.
- The ASCLS Store is now up and functioning online, for members only at this time.
- Scientific Assembly has proposed some changes in the categories.
- ASCLS will be responding to the CLIA Equivalent QC Guidelines.
- Current ASCLS budget indicates a bottom line of >\$16,000 income over expenses. If we can maintain our membership AND have a good turn out at National, we may be in the black by the end of FY 04.
- A recommendation was made to have ASCLS purchase bulk quantities of ribbons to be given out at state and regional meetings that say "ASCLS Member" and "ASCLS New Member". These ribbons would be available at the ASCLS store online.

Committee Reports:

Membership Chair: Mary Lashinski

- Current members=117
- Mary intends to personally welcome all new members that sign up during the conference.
- Mary would like the names of any lapsed members that need a little more encouragement to renew.

Professional/Public Affairs: Sheri Kulhanek

- Sheri attended a Children's Miracle Network function. Donations made this year were used to purchase pediatric life support equipment for Life Flight, pediatric plasma-phoresis machine.
- Lana purchased CLSA banners for each district. These were available for all the district directors.
- Sheri contacted AISES office to obtain information regarding a booth at this career fair. The cost for the booth is \$700 for a 1-1 ½ day fair. Sheri will receive an exhibitor prospectus in May

Student Member: Ryan Carroll

- No report available

UAA Representative: Heidi Mannion

- Heidi served as program chair for the 2004 conference. All available slots were filled, P.A.C.E information was forwarded to Pam Jett and Sue Myers for moderators. Programs were sent to all members, major health facilities and speakers. Karen Martin kept all program information readily available on the website.
- UAA faculty filled 150 registration bags with the donations gathered by Lana Assyd, Sheri Kulhanek, Gloria Kragness, Jim Whitecavage and Carolyn Johnson.
- The UAA students solicited many wonderful items for the CMN auction.

- The UAA MLT club raised over \$900 to help with their registration costs. Twenty-nine students and three faculty members will be attending the conference. UAA faculty will be available to hand out hospitality bags during registration.
- The Dean's Office donated a new refrigerator to the department after an old one broke down.
- There will be a "pinning" ceremony for students that have completed the program since December 2003. The ceremony will be on May 7, 2004 at 4 pm. Recipients of the awards are:

Phlebotomy graduates

Patrina Bush	Dianna Clements	Emmalynn Ebue
Angela Hicks	Frances Janisch	Cynthia Jones
Sherrill Jones	Heidi Nobisch	Amy Rogers
Cassie Sherfick	Rebecca Henderson	Nina Wilkerson
Alexia Wassillie		

Clinical Assistant graduates

April Kameroff

Medical Laboratory Technology Graduates

Alena Coon
Heather Jerue
Joan Ortiz

- Donations to the program continue to come in from all over the state. These items are appreciated.
- Additional clinical affiliates have been added for the phlebotomy program
- Heidi is updating the slide sets for the program and is requesting any interesting hematology slides with an instrument printout as well as any body fluid slides.

Education Coordinator/Web Master: Karen Martin

- Karen published the preliminary and final conference program on the web with changes as they became available.
- Karen may break the program out into 3 files next year since it takes a long time to download for people who are using plain old telephone service.
- Two of the last 3 TAT's are available on the website.

Turn Around Times: Marcia Souser

- Marsha purchased Microsoft Publisher 2003.
- Deadlines for submitting articles for the March 2004 newsletter were met. Format for the newsletter was revised to include an "Inside This Issue". Sharlane Donaldson edited the rough draft and Del Salyer printed and mailed the issue. Marcia only received one return mail newsletter so it appears that our mailing list is very current.
- Deadline for the June newsletter is May 15th, but anything earlier would be appreciated.
- Beginning in January 2004, newly certified individuals will be required to participate in the BOR Certification Maintenance Program. Along with P.A.C.E. credits, 2 credits per year are allowed for serving on committees and/or boards related to the profession.
- Marsha questioned whether we should give our members the option to receive either a hard copy or rely on the web site for their newsletter. It was decided after some discussion, to send hard copies to all members.
- Marsha would like to be alerted for all demographic changes so she can keep the leadership listing current.

Industrial Liaison: Sharlane Donaldson

- Items of great discussion through the health care field at this time are the new QC rules from the final CLIA regs. It appears that cost containment and good lab practice may be in conflict. The recommendation to write external QC protocols in accord with the manufacturer appears to be the good advice. Manufacturers feel that if you are doing more QC than is directed by the manufacturer, you will be held by that standard.
- Sharlane encourages everyone to visit with the vendors to check out the new equipment and possibly learn something new.
- Sharlane was instrumental in getting David McGlasson here to speak at the conference.

Awards/Historian: Alicia Morgan

- Awards and plaques are ready for presentation.
- Alicia is concerned about the lack of an SOP for the Gold Nugget Award. Sheri took care of the award for this year's conference.

National Medical Laboratory Week: Gloria Kragness

- A display ad featuring laboratory professionals from Fairbanks Memorial Hospital will appear in the Fairbanks Daily News Miner on Sunday, April 18.
- NMLW mailings were sent to 22 rural laboratories. Included in the mailings were ASCLS NMLW poster, ASCLS NMLW pins, ASCLS NMLW table tents, a letter from Gloria suggesting ways to celebrate the week, and a copy of the Governor's proclamation.
- Extra NMLW pins were put into the hospitality bags.
- NMLW posters will be displayed at registration and in the meeting rooms at the conference.
- Proclamations were obtained from Governor Murkowski and Mayor Begich. These will be on display during the conference.
- Gloria learned a few lessons this year such as expense of mailing and quantities of lab week items to purchase.
- Gloria will create a "NMLW Coordinator" handbook for her successor.

P.A.C.E.: Pam Jett

- Pam will be retiring her position after this conference.

Bylaws: Shellie Smith

- No changes to the bylaws have been made recently.
- Shellie supported the University of Alaska in taking a laboratory survey to determine the impact of personnel licensure for laboratorians in Alaska.

Government Liaison: Catherine Price

- Catherine attended the Legislative Symposium in Washington D.C. on March 22 and 23, 2004. She met with Liz Connel, administrative assistant to Senator Ted Stevens, Brian Gavit, assistant for health care from Lisa Murkowski's office and Pamela Day from Don Young's office regarding personnel shortages, assistance with educational funding needs, Medicare Laboratory Fee Schedule and competitive bidding. Lisa Murkowski is interested in allied health education but it is unknown whether she will introduce or cosponsor a bill in the Senate.
- There is a bill in the House right now, HR 4016 that Catherine will cover in her workshop.

POL: John Perry

- No report

Nominations and Elections: Carolyn Johnson

- Board members to be elected at the Spring General meeting are as follows:
 - President Elect
 - Treasurer
 - Arctic/Interior District Director
 - Nominations and Elections-2 positions
- Open positions were announced in the TAT and on the web page.
- Thanks to Bill Segler and Teresa Johnson for helping to find candidates.
- Nominations from the floor and elections will be held at the Business Meeting. Current membership will be confirmed for all those voting.

2004 conference Committee: Carolyn Johnson

- Thanks to Heidi Mannion for her excellent efforts on the program.
- Lana Assyd has signed up 24 exhibitors and worked with Art Services North to get the booths set up.
- Teresa Johnson is handling registration.
- Carolyn obtained banquet entertainment and door prizes.
- Gifts have been purchased and made ready for the speakers and exhibitors.
- Jim Whitecavage has secured AV equipment.
- Ryan Carroll and the UAA students have been stuffing hospitality bags.
- Sue Myers has organized the moderator packets.
- Pam Jett has obtained the P.A.C.E credits for all the workshops.
- Sheri Kulhanek has spearheaded the CMN raffle.
- Thanks to Karen Martin for getting the program on the web page.
- Carolyn has expressed concern over the expense of holding the conference in Anchorage. So far, the Sheraton has not booked enough rooms for us to get the meeting rooms for free.

Unfinished Business

- Redistricting:
 - Two representatives from Bethel were in attendance at the meeting, Deanna Everett and Grace Park. A question and answer period followed in order to familiarize Ms. Everett and Ms. Park to the function of the CLSA Board of Directors and the benefits of membership in ASCLS.
 - The following motion was made by Carolyn Johnson, seconded by Jim Whitecavage:

“I move to create a “Western Region”, to include the Aluetians, Nome, Kotzebue, Kanakak, Bethel, Aniak and surrounding areas. This region will have all the rights and responsibilities as the other regions and will become active on August 1, 2004.
 - A vote was taken. All in favor.

New Business

- Delegates to National:
 - This year we will be sending the following individuals to ASCLS National Convention:
 - Sheri Kulhanek President
 - Mary Lashinski President Elect
 - Gloria Kragness President Elect Elect
 - Ryan Carroll Student
 - We are still looking for a fifth delegate. It was suggested that Heidi Mannion go to receive her Member of the Year award.
- AISES Career Fair
 - This topic was discussed briefly in the Professional Affairs report.
 - Heidi recommended that the UAA Allied Health Professionals solicit for CLSA at their booth. UAA Allied Health has already rented a booth.

President's report: Sheri Kulhanek

- Sheri attended the Region IX Interim Board teleconference. Items covered in this meeting included:
 - Sharon Morey is ending her service as Region IX Membership Development Chair (MDC). Any interested individuals that may like to assume this position may contact Sheri Kulhanek.
 - For other topics covered, refer to the Region IX report.
- Sheri has been in contact with the ACVB (Anchorage Convention and Visitor's Bureau) regarding the 2005 conference and she is waiting for proposals from the hotels.
- Sheri has submitted award nominations to the Regional and National offices.
- Sheri would like to recognize Pam Jett for all of her hard work as the CLSA P.A.C.E. coordinator. We are now in need of a new P.A.C.E. coordinator
- Sheri is looking for themes to next year's conference.

Adjournment:

The meeting was adjourned at 5:30 p.m.

Respectfully submitted:
Sue Myers, CLS (NCA)
CLSA Secretary