

CLINICAL LABORATORY SCIENTISTS OF ALASKA

Minutes of Fall Board Meeting

September 30,2000 at the Barrett Inn, Anchorage, Alaska

The fall board meeting was called to order at 9:20 AM by president Kim Domke.

Roll Call:

Members present were: Sue Mayers, Heidi Mannion, Johnathn Sewall, Mary Lashinski, Jean Krupa, Carolyn Johnson, Cathy Price, Rose Tanaka, Kim Domke, Sheri Kulhanek, Alicia Morgan, Joe Walden, Lana Assyd, Kathleen Douglass. Joining us by telephone was Sharlane Donaldson and Karen Bennett.

Announcements and awards:

New motions need to be written and given to the secretary after the meeting. Kim was presented with her presidents pin by Jean. Ribbons were given to the Omicron Sigma.

Minutes:

Minutes from the spring board meeting were read. It was moved by Carolyn Johnson and seconded by Alicia Morgan to accept the minutes with corrections for spelling. Motion carried

Minutes of the General Meeting were read. It was moved by Cathy Price and seconded by Jean Krupa to accept the minutes with corrections for spelling. Motion carried

Treasurer's Report:

Lana presented the treasurer's report:

Financial report as of 9/17/2000

CLSA checking account for operations and CE \$7665.28

S 1 Share Savings \$7298.55

This shows a transfer amount of \$135.22 to cover expense prior to deposit

Super Money Market -S2-CE Grant Money \$32618.86

Total Assets \$47582.69

There will be an official audit done before the next board meeting.

Motion made by Jean Krupa and seconded by Sue Myer to accept the treasure's report. Motion carried.

Convention report:

The convention was held at the Alyeska Prince Hotel, Alyeska Resort on April 27-29,2000. There were a total of 19 speakers presenting 25 workshops. There were a total of 103 registrants. The proceeds from the conference were \$10,548.80. The conference was a success and will held again next year at Alyeska.

Board reports:

President elect - Sue Myers

Sue will be working on the 2001 conference and hopes to present a conference worthy enough to follow the great conference of last year. If we want to move the conference to another location we need to know as soon as possible. It was suggested to put a call in the TAT stating that if any one wanted the conference another place they need to be willing to put forth the effort and work at planing the conference. There will be a call for case studies published in the next issue of the turn-around-times.

Past-president - Jean Krupa

Jean will serve as an advisor to our current president, president-elect, and board of directors. She will be a member of the region IX council and attend region meetings. She will be the contact person for the Government Liaison and serve on the nominations and elections committee. Jean has done a great job as editor of the turn-around- times. Jean presented Alicia Morgan with her key for being a key member, she also presented Heidi Mannion with a certificate of recognition for her continual encouragement to MLT students to become members of CLSA and commended her on setting up the Capstone seminars at UAA.

District Directors reports:

Arctic/ Interior: Mary Lashinski wishes to stay in contact with the members of her district. She wants to plan some fun activities and possibly a conference/workshop. She was thanked for serving as a director. Her term will be up next year and we will need a new director for this district, nominations are welcome.

Central District: Carolyn Johnson reported that there was no activity in her district, she will be promoting the capstone seminars at UAA. Carolyn has volunteer to take over the editorial duties of the Turn-Around-Times. Thank You Carolyn.

South Central District: Jonathan Sewell. Jonathan is a new director and we welcome him to the board.

South Eastern District: Cathy Price. Cathy reported that there was no activity in her district this year.

Region IX Director: Karen Bennett

We need to recruit new members for our organization to keep it going, Alaska had 74 renewals and 51 lapses. ACLS wants to start a new category of membership, Internet membership only for those

members who work out side of the country. The journal will eventually be on line. ASCLS annual meeting will be in Chicago July 29 to August 2,2001. March 19-20, 2001 is the Legislative symposium in Washington DC The ASCLS Leadership committee has put out a call for members to consider working on the national committees for 2001-2002. A copy of this memorandum was distributed to all board members by Kim.

Committee Reports:

Membership: Karen Cairns.

Goals: to increase membership in our organization by reaching out to professional who have attended our functions and encouraging them to become members, and to reach out to lapsed members to rejoin. Our current membership is 126.

Professional/Public relations and Student Representative: Sheri Kulhanek,

In July Sheri attended the 68TH Annual Meeting of ASCLS in San Francisco. This year there were features especially for students. Many workshops focused on different career choices in the laboratory field. Sheri volunteered to work with the awards committee and the professional affairs committee and will serve as regional student representative for region ix until her student membership ends. Sheri will be talking to the students at UAA about ASCLS and CLSA to get them interested in the organization and encourage them to become members.

UAA-MLT: Heidi Mannion

NAACLS granted the maximum seven-year re-accreditation for the Medical Laboratory Program. The MLT program has requested funding for development of a bachelor of science degree in medical technology. It is in the final stages of approval process.

Education Coordinator, Library, Webpage: Joe Walden

Joe has been updating the webpage as things are sent to him. The library has had no activity. Jo suggests that we redirect the funding for the library to CE reimbursement for the general membership after the purchase of the Media Labs material on compliance for clinical laboratories.

T-A-T: Carolyn Johnson

Carolyn will try to get the turn around times out four times a year. Jean will edit the up coming issue and Carolyn will take over after that issue. Send all articles to Carolyn.

Industrial Liaison: Sharlane Donaldson:

Sharlane will keep us updated on the development in the industry.

Awards/historian/ NMLW:

19 awards were given this year, Member of the year-Sue Myers: Volunteer of the year- Kim Domke: Key to the future- Sue Myers, Sheri Kulhanek, Alicia Morgan. Omicron Sigma-ASCLS-

Sheri Kulhanek, region IX- Kim Domke, Jean Krupa, Sue Myers: CLSA- 10 board and committee members. NMLW April 15 - 21, 2001 suggestions are welcome for activities.

Nominations and elections: Jean Krupa and Rose Tanaka

Elections are over and the results are: President Kim Domke, President Elect Sue Myers, Treasurer Lana Assyd, South East Region Director Catherine Price, South Central Regional Director Jonathan Sewall. Nominations and elections two members at large are Rose Tanaka and Kathy Stevens. Call for 2001 nominations goes out in the next TAT we need, President elect, secretary, district director, and nominations committee members.

PACE: Kim Domke for Pamela Jett

Pam is working with UAA to get PACE numbers for the capstone seminars.

By-Laws

Shellie revised the by-laws to reflect changes affecting education fund expanders and nominations process for officers/board members.

POL Liaison

No activity at this point a job description needs to be written for this position. Ann is considering a survey of POL members to assess there needs and concerns.

UNFINISHED BUSINESS:

SOP's : The SOP's as corrected will be sent to Shellie Smith for her review by the secretary, Kathleen Douglass.

Leadership Manual: The Manual will be updated when the updated SOP's are received from Shellie.

Articles for TAT: Submit articles for TAT to Carolyn by November 15.

Capstone Seminars: More people are needed to present topics for the seminars, any Laboratory related topic on laboratory work is welcome.

Other Unfinished Business:

Library: The money will be better spent on web bases media that on printed media. We will look at getting our own domain CLSA.com for the web site to make it easier to find. The old printed library materials will be donated to be shipped overseas to countries that might need them.

Carolyn Johnson moved that we register a domain on the web to facilitate access and dispose of current paper media to a third world organization. Motion seconded by Jean Krupa. Motion carried.

NEW BUSINESS 2000 - 2001 Budget:

Lana proposed using new categories on the budget report to make it simpler for accounting purposes. We are a non-profit organization for the purpose of CE. If we need to increase a line item in the budget the president will take it to the board and they will approve or disapprove and then the budget line item will be increased. The proposed budget was reviewed and discussed. The total proposed budget for 2001 is \$20,654

ASCLS Committee Nominations:

We received a letter from David Fowler asking for members to serve on committees and act as representatives to affiliated organizations during the 2001-2002 year. There are 16 committees that need appointments for 2001-2002. Submission of nomination forms is January 31, 2001. Lana is a member of the committee on professional affairs. It is a good investment of time to help the profession and you can nominate your self.

ASCLS conference bags

The 2000 ASCLS Annual Conference Bags that were popular at the San Francisco meeting are now for sale, these are portfolio bags and must be purchased in ten bag groups for \$150.00. The ASCLS Fire Up the Future tee shirts are also for sale in groups of 10 for \$60.00.

CLSA Board vacancies and nominations:

President - elect., secretary, and District Director are open. Kathleen Douglass agreed to run for Secretary for a second term. We need nominations for President- elect and Arctic/ Interior district director.

NMLW

We will send the information for National Medical Laboratory Week to individuals and not to the facility so that the information does not get lost. Any ideas for NMLW activities are welcome.

ASCLS conference tote bags & CLSA shirts

We have tote bags left from the conference. Tee shirts- Do we want to have tee shirts or warm up jackets for CLSA. We will visit this at another meeting.

We need to get new members into ASCLS. A membership application is included in the meeting packet along with "top 10 reasons to join ASCLS"

Stationary

CLSA stationary is available from the printers in Fairbanks. Talk to Jean , Lana, or Kim for more information.

OTHER OLD BUSINESS:

Compliance HIPAA- Health information protection and privacy act. We need to get more information on this subject.

Leadership book up date: We need to up date the SOP for the Treasurer.

Presidents report- Kim Domke

Kim's goals are to serve as the key contact between the national council and the Alaska members; to attend the Region IX meetings and the ASCLS national meeting; have a full slate of officer's and committee members for the year 2001 - 2002; keep on top of the issues from national and forward them to the membership; increase membership and to be a good resource to Sue Myers with the spring conference.

Catherine Price has accepted the position of Government Liaison.

Leadership manuals are pending the update of the by-laws. Once the up-date is completed they will be mailed to the persons who need them.

We received great reviews of the Annual Conference and people are looking forward to the 2001 conference.

We need to work hard to recruit new members and to get those old members to renew there memberships about 50% of National members have not renewed. To keep our organization going we need to keep the membership up.

Adjournment

No other business to come before the board at this time a motion was made by Catherine Price and seconded by Sue Myers to Adjourn the fall bard meeting. Motion carried, meeting adjourned at 3:45 PM.

Respectively submitted

Kathleen Douglass, secretary