



Annual Business Meeting

Date: April 3, 2014

Location: Hotel at Kirkwood, Cedar Rapids, IA

Minutes

Call to Order

Meeting called to order by _____ at 4:00 pm

1. Appointment of Mick Williams to parliamentarian was made by _____
2. Quorum – yes we have a quorum
3. Motion to seat visitors made by Kim _____, seconded by Lindsey _____. Motion _____
4. Motion to allow privilege of the floor to visitors made by Mick _____, seconded by Judy _____. Motion _____

Final Ballot Call for 2014 Annual Business Meeting

Call for nominations from the floor:

President Elect:

Secretary: Sarah Beerends

Board Member: Janet Whitney

Ballot closed – ballot approved

Delegate(s) to ASCLS National meeting: 2 allowed, Bridget Aukes will be a delegate (still deciding on vacation vs. meeting), Lindsey Davenport and Kim Von Ahsen- either Lindsey or Kim will be an alternate.

Secretary's Report

Minutes from the 2013 Annual Business were approved by Theresa Fruehling with:

Following Changes:

No Changes

Accepted as amended by Theresa Fruehling. Moved by Kim and seconded by Jan- motion to accept minutes passes

Treasurer's Report

Treasurer's report was reviewed with:

Following Changes:

No Changes

Accepted as Presented by Theresa Fruehling

President's Report

Activities:

1. Communicate with National ASCLS office and Region VI Director, Suzanne Campbell
2. Attended ASCLS National Meeting in Houston, TX
3. Attended the Region VI Fall Board Meeting in Kansas City, MO in November
4. Share information with members about the activities of ASCLS
5. Held Board meetings
6. Attended the Legislative Symposium in Washington, D.C.
7. Submitted nominations to National Awards committee for Publication (NewsScope) and Website
8. Submitted nominations for Key to the Future; Member of the Year; and Omicron Sigma

2013-2014 Accomplishments:

- Reviewed and revised ASCLS-IA Policy and Procedure manual
- Sent monthly emails to members to update them on meetings and other activities
- Finished ASCLS-IA banners
- Compiled educational materials for Kim VonAhsen to post to the website
- Initiated the posting of former recipients of Member of the Year to the website
- Suggested the gradual posting of other information under awards page; Past-Presidents; Student member of the Year; New Professional of the Year; etc.
- Wrote an article for the National newsletter discussing Iowa's effort to interest future generation to enter into clinical laboratory science.
- Planned the social event for the annual state meeting

President's report was reviewed with:

Following Changes:

No Changes

Discussion: Concern about CLS online: Will there be an ability to look up articles in past journals?

What will the difference be between PF1 and PF2 with no paper copy?

Bundling membership: questions about logistics and state membership

Committee Report

A. Annual Meeting- Lindsey Davenport-Landry

Activities:

- Provide CE for ASCLS-IA Membership
- Organize the Spring Meeting

2013-2014 Accomplishments:

- Meeting at The Hotel at Kirkwood Center April 2-4th
- Collaboration with CLMA
- Updated the Annual Meeting Chair SOP

Additional Information:

- Number of Vendors 23

- Number of Participants : W: 110; Th: 150; F: 110
- Next year in La Vista, NE; April 10-?

B. Bylaws- Mick Williams

No report

We are in compliance, may be changes next year

Board has responsibility to appoint a president elect- will be the same as if they were elected at meeting; president elect has responsibility to be president the next year.

C. Government Affairs/ Political Action- Theresa Fruehling

Activities:

- Attended monthly conference calls for both GAC and PAC
- Attended Legislative Symposium
- Prepared presentation for ASCLS-IA/ CLMA Iowa Spring meeting
- On National Board for both GAC and PAC
- GAC- Mentor for student and new professional
- PAC- Regional Representative
- Attended Regional Council meeting in November
- Attended Annual meeting in Houston

2013-2014 Accomplishments:

- Redesigned PAC brochure
- Composed monthly emails encouraging donations to PAC
- Revised parts of National GAC Handbook
- Helped student's write articles for the National newsletter
- Wrote an article for National GAC recognizing the 25th Anniversary of CLIA
- Helped edit articles for the National newsletter

Goals:

- Keep members updated on activities at National
- Having power-point presentation posted to the ASCLS-IA website explaining the Governmental process.
- Write GAC and PAC articles for NewsScope
- Build a committee- get more members involved with GAC and PAC

D. Historian – Vonnie Hinrichsen

Activities:

- Keep records and memorabilia safe and accessible when needed.

2013-2014 Accomplishments:

- Since all the records, papers, awards, and such were kept in Rubbermaid tubs, they survived the flood my basement had as a result of a burst water line. Nice to know it works!!!

E. Leadership Development – Sheila Dunn

No report

F. Membership – Lindsey Davenport-Landry

G. NewsScope Editor – Vonnie Hinrichsen

Activities:

- Gather articles and information from the membership and national office to help keep the membership informed of what is going on in our state and at the national level.

2013-2014 Accomplishments:

- **Summer edition**
 - New Presidents column.
 - Recap of the Spring Meeting 2013
 - Tick Case study
 - Awards and pictures of Spring Meeting
 - Legislative Day report
- **Winter edition**
 - Article on Open Minds, Open Doors at Coe College
 - Patient safety article from ASCLS national
 - Iowa MLT/MLS student activities
 - Susan Higgins' article on her trip to Cambodia
 - Membership news from National
- **Special edition**
 - Information of 2014 Spring Meeting
 - Bios of candidates
 - Information of Social Event

H. Nominations and Awards – Judy Jackson

Activities:

PURPOSE: To recognize dedication to the laboratory field

ACTIVITIES:

Committee goals:

- 1. Look for opportunities to promote the lab profession by awarding deserving candidates with awards.**
- 2. Notify members and other leaders of the opportunity to nominate people for awards.**
- 3. Select the award winners and present certificates/plaques to those winners at the awards luncheon on April 2, 2014**

2014 Accomplishments:

Deadline was extended from March 15 to March 26 for applications to be submitted:

Received the following as nominations:

- 2-Outstanding Support Staff
- 2-Phlebotmist of the Year
- 2-Mentor of Year
- 5-Students of the Year-
- 1 ASCLS Member of the Year
- 1-Special Award

Slate of officers:

- 1-Candidate for Board Member
- 1-Candidate for Secretary
- No Candidate for President-Elect

I. P.A.C.E. – Kim VonAhsen

Activities:

- CE Organizer was used at the 2014 Meeting in Cedar Rapids, IA
- Submitted P.A.C.E. invoice to Treasurer for 2014 annual provider status.
- ASCLS offered a CMP Maintenance Program with membership.
 - a. \$55 Certification Maintenance CE Package -- 12 online CE from MediaLab
 - b. \$99 Certification Maintenance Plus CE Package -- unlimited online CE from MediaLab
- ASCLS completed the integration of CE Organizer with the BOC. The project is to electronic transferring CE organizer transcript to the BOC.
- PACE has offered free continuing education to Renewed Members as a Thank You; please take advantage of

these so it is continued to be offered in the future.

2013-2014 Accomplishments:

- Full implementation and utilization of the CE Organizer for all ASCLS-IA sponsored events.
- Received approval of application for 2014 P.A.C.E. provider status.
- Completion of the integration of ASCLS P.A.C.E. credits with the Board of Certification (BOC).

J. Promotion of the Profession –

1. Career Recruitment- Jan Frerichs; Theresa Fruehling; and Judy Jackson

Activities:

- To recruit students into the field of laboratory medicine

2013-2014 Accomplishments:

- Jan Frerichs, Amy Frank, Judy Jackson, and Theresa Fruehling presented a workshop at the Open Minds Conference at Coe College in Cedar Rapids, IA in October, 2013. Over 500 middle-school girls from eastern Iowa attended to find out about careers for women in science. We presented a workshop called “A Parasite Surprise”. 12-15 girls attended each of the two sessions. They did a “mini lab” where they looked at microbiology specimens, hematology slides under the microscope, and had a demonstration of blood typing.
- Jan Frerichs, and two of the University of Iowa MLS students, Dan Shelton and Ellyn Houdeshell hosted 15 area high school students who had an interest in Pathology careers. Students took part in a hands-on demonstration of using microscopes and toured the core hematology and chemistry labs.
- Sarah Beerends, Amy Frank, and Theresa Fruehling conducted a scholarship workshop at Wartburg College, on January 18th. High school students were given the opportunity to become medical laboratory professionals for the day. They were given case studies and performed differentials, gram stains, and blood type testing in order to help save the patients in their case studies.
- On March 3, 2014, Jan Frerichs, and two U of I students, Dan Shelton and Quynh Nguyen presented a hands-on laboratory session to 9 high school students from eastern Iowa who are interested in careers in Pathology. They were given the opportunity to do some blood typing, POCT testing and take tour of the Decedent Care Center (autopsy suite) and Core Hematology and Chemistry Laboratories

Goal for 2014:

The ASCLS-IA Group is considering being part of Super Sunday, August 17 at the Iowa State Fair to promote the lab profession. We are planning to recruit lab professionals to help with this during our State Lab Meeting in April 2014.

2. Professional and Public Relations- Vonnie Hinrichsen

Activities:

- Getting members of the association recognized in a more broad a spectrum other than our state newsletter.

2013-2014 Accomplishments:

- During the year, no progress has been made to get things published in local newspapers to showcase the accomplishments of our members. I would like to try to get the award winners from the Spring Meeting recognized in their local paper so will ask that emails/ or addresses are gotten from these people along with their permission so I can start making this possible.
- Public Relations includes getting out into the public to do something highlighting our profession. There have been some opportunities for this: Open Minds, Open Doors at Coe College and the Cedar Valley Symposium. Kudos to those who were involved with those programs! If there are any other programs we were involved with

and I was not aware of them, hats off to you also!!

K. Scholarship- Sarah Beerends

L. Webmaster – Kim VonAhsen

Activities:

1. ASCLS-IA Website
 - c. Updated the look of the website
 - d. Posted NewsScope newsletters
9. ASCLS-IA emails
 - a. Most board members have not used these emails but will keep available for those that wish to have one
10. 2014 Annual Meeting Website
 - a. Entirely electronic program with availability of attendees to add session using iCAL to their email client
11. Social Media
 - a. Utilized Twitter to provide updates of activities during ASCLS Legislative Symposium
 - b. Utilized Facebook to communicate nominations and awards submission, annual meeting registration, and national updates.
 - c. Created ASCLS-IA Foursquare brand for use at the Annual Meeting and other ASCLS-IA events

2013-2014 Accomplishments:

- Created a permanent Annual Meeting website at www.iowalabmeeting.org and www.greatplainslabmeeting.org depending on who is hosting
- Integrated Facebook and Twitter accounts into new website.
- Utilized social networking site (Facebook and Twitter) for additional communication.
- Created ASCLS-IA Brand for Foursquare (social-location based applications) for use at Annual Meetings

Let Kim know of any changes or ideas for website

Committee reports was reviewed with:

Following Changes: noted above

No Changes

Old Business

Discussion:

New Business

Discussion:

1. Announcement of Elected Positions
 - a. Delegate to National Meeting – Bridget, Lindsey and Kim

- b. Board Member – Janet Whitney
 - c. Secretary – Sarah Beerends
 - d. President Elect –
 - e. Motion to accept results made by Judy , seconded by Jan . Motion passes
2. Induction of 2014-2015 Officers
 - a. Oath of office
 - b. Gavel presented to Jan Frerichs by Theresa Fruehling
 3. 2014-2015 Budget
 - a. Jan Frerichs presented 2014-2015 budget. Changed Scholarship line to \$2200 to include student memberships
 - b. Motion to approve budget made by Theresa , seconded by Judy . Motion carries
 4. 2014-2015 Calendar of Events
 - a. Summer Board Meeting: Saturday August 16 in DesMoines
 - b. Fall Board Meeting
 - c. Winter Board Meeting
 - d. Spring Board meeting in Omaha
 - e. Annual Business meeting in Omaha
 5. 2014-2015 Leadership
 6. 2015 Spring Meeting Preliminary Information
 - a. LaVista Conference center in Omaha.
 - 7.

Other Business

Discussion:

ISTEM event at the Iowa State Fair

Announcements

Adjournment

Motion to Adjourn Meeting

Motion

Moved by:

Seconded by:

PASSED

FAILED

Meeting adjourned by Jan Frerichs at 5:15 pm