

**Missouri Organization of Clinical Laboratory Science
Board of Directors Meeting
November 10, 2000
Lake of the Ozarks Regional Medical Center**

Present: Barbara Parkhill, Heather Tritsch, Nancy Reddig, Kimberly Dean, Carole Truby-Bisges, Carol Crow, Mary Lou Vehige, Candi Barker, Shelly Zafe, Sandy Claussen, Tom Reddig, Cathy Williams, Tim Randolph, John Koenig, Lucia Johnson, J.R. Constance, Renee Setina, Sharon Smith, Zola Golden, Danyel Collins, Krista Llewellyn

Call to Order: President Carol Crow called the meeting to order at 10:00 a.m.

Reflection, Renee Setina: Our country has gone through many changes, acts of bioterrorism and terrorism. We have two choices: we can go on or we can refuse to go on. We need to take care of self and family and friends. We have been researching these organisms to educate patients and doctors. Now it is time for our profession to move forward and take action.

Secretary's Report, Krista Llewellyn: The minutes of the August 25-26, 2001 meeting in Shoal Kirk were circulated for all to review. The minutes were approved as written.

Treasurer's Report, Nancy Reddig: Nancy reported that she has e-mailed Advance for Medical Laboratory Professionals asking for any money due for the second quarter 2001. We have received money for the third quarter. We spent \$49.95 for the barbecue basket for the silent auction at national. We have not received membership information from national yet.

Checking balance August 25, 2001:	\$4,964.36
Credits:	
Advance magazine (third quarter)	392.88
<u>ASCLS – dues</u>	<u>1,005.00</u>
Total	\$1,397.88
Debits:	
August Board Meetings	187.28
May Board	93.00
National Meeting	1,495.86
Bonding Insurance	50.00
Region VI assessment	250.00
2002 meeting seed money	500.00
<u>National silent auction</u>	<u>49.95</u>
TOTAL	\$2,626.09
Current checking balance:	\$3,736.15

Executive Secretary, Nancy Reddig: No report.

President Elect, Sharon Smith: Sharon has been traveling in East Germany where she visited a very up-to-date, modern hospital. They are preparing to implement DRG's.

Past President, Cathy Williams: Cathy needs nominations for President Elect, Secretary, First Year board member, and the nominations committee.

President's Report, Carol Crow: The written report is summarized as follows:

- Meetings attended: Carol attending the summer Board Meeting on August 25-26, 2001, as well as the Region VI Fall Counsel Meeting on October 27-28, 2001.

- Key Issues/Information:
 - Carol has emailed a condensed version of the leadership mailing she received from ASCLS and sent specific files to pertinent board members.
 - The National Student Forum is selling calendars to benefit CMN. They quoted a price of \$15.00 per calendar and requested a commitment from each state for a minimum of ten. Carol declined the request.
 - Carol has asked Claudette to be on the scholarship committee.
 - She has worked with Tom to get corrected and revised minutes to Donna for the SoShowMe.
 - Region VI Meeting
 1. Money is available from Region VI to send the student representative to the Annual ASCLS meeting.
 2. Region VI will ask ASCLS to administer a customer service survey in response to general problems with organization and communication from ASCLS.
 3. John Koenig was volunteered to be the Region VI GAC.
 4. This year's Region VI student representative is from Nebraska.
 5. The RhoSigma dinner at the ASCLS meeting will be August 3 at 7:30 p.m. Plans are to keep this informal and inexpensive.
 6. ASCLS and CAP are working on a joint venture to address the personnel shortage via the legislative route.
 7. Membership on the web has been poorly received. Region VI has decided to discuss the possibility of doing a pilot program. Their leadership is different and their information is on the web because leaders consent to have the information available to the membership when they agree to become a leader. All leadership for National, State, Region, Committee chairs will be on the web for membership access beginning next week. Membership level will have access to publications; Leadership level members will have access to the leadership directory; Board level will have access to board information.
 8. Multi-year membership will be addressed at an interim board meeting in March.
 9. ASCLS has an open PRN position for a grant writer.
 10. Position papers are being prepared in the following areas:
 - a. Body of knowledge/curricular components
 - b. Disaster preparedness and bioterrorism
 - c. Gerontological and aging issues

11. Texas Amendment supports putting an author's biographical information following the article and not at the top of the article.
12. HR 1948 Personnel Shortage Bill: a number of issues will be developed to present to ASCLS as points to address. These include salary, recognition, loan forgiveness, licensure, recruitment and retention, money for schools, better Medicare reimbursement, licensure/CLIA, and national licensure. Deficiencies are increasing and we need to look at outcome data-error associate with educational level.
13. Leadership Development Chair will encourage culturally diversified leadership, minority leadership, and easily moving students from student membership to first year professional. Suggestions for increasing membership included getting an 18-month membership for the price of 12 months, two students for the price of one, etc.
14. Membership Development Manual: this is new in 2001. Action is needed to move student members to PF1 status. A number of suggestions to increase membership were discussed, including special pricing, a lapse member program, and promotion of the NCA grandfathering process.
15. Nominations for a National Nominations Chair from Region VI to serve a 2-year term are due to JR by January 15, 2002.
16. PAC: John Koenig will set up a PAC booth at the State meeting. Region VI won the breakfast for the Region Caucus in Orlando in July 2002 for the most donations to PAC in Chicago.
17. Professional Affairs: no activity.
18. Student Representatives are working on fundraisers and plans for a round table at the spring meetings. We need to consider having the student representatives attend the region meeting.
19. Region VI Logo Policy is now in the manual and can be used only for geographical clarification.
20. As a fundraiser, Region VI lapel pins will be available for \$5.00 each, and the Region will receive \$3.00 profit from the sale of the pins.
21. New Business: among the discussion was web site content (at JR's discretion), adding a line item to the budget to pay JR for working on the web page. Spring meetings, schools available in Region VI, and leadership.
22. Requests to ASCLS include student renewals due in April/May instead of July, the president-elect having leadership in place by the spring meeting, and changing the Scientific Assemblies to Scientific Interest Groups
23. Brochures: ASCLS is coming out with a new recruitment brochure. Lucia reports that we will be receiving new membership applications as well.
24. Fall meeting in 2002: Sharon Smith designated to plan this event.

First Year Board Member, Candi Barker: The following activities were reported:

- Reviewed the checklist for local meeting planning with other members and sent copies to the district representatives.
- Contacted district representatives regarding meeting planning via email.
- Planned follow-up with the district representatives in November to review and confirm plans. A report of each district meeting plan will be presented at the January 2002 meeting.
- Requested that Carol and Lucia review the checklist for incorporation into the handbook.
- Requested updates on email addresses for Vera and Heather.
- Candi also reported the following:

- Donna Carlton has resigned as the Springfield/Joplin district representative.
- Sandy Claussen is on the publicity committee for the Spring Meeting, and this will satisfy the education requirements of the Kansas City District Representative position.
- Candi said we need to provide district representatives with membership applications, and she requested discussion and brainstorming for new member recruitment.
- Candi's goal for district meetings in the 2001-2002 year is one meeting per district, resulting in two new members per district.

Cape/Girardeau/Poplar Bluff: No report.

Columbia/Jefferson City, Carol Truby-Bisges:

- Carol is trying to plan a District Meeting. September 11 events have delayed that plan for the time being.

Hannibal/Kirksville, Heather Tritsch: No report.

Kansas City, Sandy Claussen:

- Sandy copied the announcement of the KSCLS-MOCLS-KC CLMA Spring Conference, April 17-19, 2002, and sent it to: 42 MOCLS Kansas City District members, 127 Kansas City CLMA members, 117 KSCLS members, 52 Kansas City area hospital labs in Missouri and 20 Kansas City area hospital labs in Kansas.
- Sandy asked from whom she should get membership applications so she can mail them to Kansas City District members.

Springfield/Joplin: Vacant. Cathy Williams will assist while the position is vacant.

St. Louis, Vera Tarakanova: No report.

Second Year Board Member, Tim Randolph:

1. Tim set up group e-mail to facilitate communication among state and national Scientific Assembly chairs.
2. The national Scientific Assembly system is under scrutiny. The current method may not be fulfilling the original purpose. A study group has been organized to explore the SA system. Tim is unsure where this issue is heading.
3. National Scientific Assembly is considering the possibility of developing CDs or monographs on timely topics for our members. Tim requested information on topics of interest or possible authors.

Biochemistry, Zola Golden: A suggested topic for a monograph is how to educate patients/clients in diabetes testing. A lengthy discussion ensued regarding what is happening with the diabetes education for patients by Clinical Laboratory Scientists, including how this program be a revenue generator. Currently, in the hospital setting, diabetic education is coming from nursing and nutritional staff. Information should be forthcoming and presented at the January meeting.

Education, Mary Lou Vehige:

1. The NCCLS Board, who just approved the standards, has revised accreditation Process. They have increased the standards, and they are significantly different. The technical component is assumed, and managerial issues have been added.
2. The 25th World Congress of the International Association of Medical Laboratory Technologists (IAMLT) and the 70th Annual Meeting of the American Society for Clinical Laboratory Science (ASCLS) will combine as the World Congress 2002, July 30 through August 3 in Orlando.
 - The meeting in Orlando will feature a poster competition for students as well as members. There will not be an abstract process. Hopefully, this will encourage more involvement at the national meeting. Students can also submit research and case studies, with monetary prizes at stake, including full costs paid for the national meeting and a \$500.00 cash prize. Posters that reflect previously presented journal article submissions could be constructed. ASCLS is encouraging people that present at state or local meetings to convert to a poster and present at national.
 - Mary Lou is working on the program. Most of the speakers are in place. The program draft is available for viewing.
 - Lucia will be facilitating a luncheon round table discussion on point-of-care testing. This joint meeting will require some formatting changes. Such as the opening flag ceremony.
 - Five workshops have been scheduled, including Risk Assessment, Hematology and Abnormal Cells, an update on hematology instrumentation, and Lynn Garcia presenting on Ova and Parasites.
 - The Presidents Council and the student forum will be held on Wednesday, as well as the plenary session held jointly with AACC. There may be several sessions on Bioterrorism.
 - The Alpha Mu Tau joint dinner is open to all (fee is applicable).
 - A representative from Sea World will give the keynote closing address, discussing exotic animal testing.
 - There will be more short oral papers.
 - They anticipate Orlando will be a big draw, despite world events. South and Central America have just joined the International organization, and that should help with attendance.
3. Missouri has only 7 CLS schools now.
4. Mary Lou serving as national Education vice chair.

Hematology/Coagulation, Linda McCowan: No report

Immunology/Immunoematology, Sharon Smith: No report.

Laboratory Administration, Barb Parkhill: Illinois is working on licensure and has an upcoming meeting in Lincoln Illinois.

Microbiology, Marinda Cooper: No report.

Phlebotomy, Claudette Millstead: Claudette is submitting an article to the SoShowMe.

Industry, Kris Quasebarth: No report.

Third Year Board Member, John Koenig: No report.

Bylaws, John Koenig:

- John sent electronic copies of the MoCLS bylaws and standard operating procedures to the ASCLS Bylaws committee, as well as to Carol and to JR for the website. He will email copies to anyone else requesting them.
- John continues to be an active member of the ASCLS Web Consumer Response Team, fielding one to two questions per week. The most common questions to which he responds are in regard to lipid and liver disease.
- John attended the Region Council Meeting in Kansas City as PAC Representative, and was appointed Region VI GAC contact. He also wrote an article discussing the Scientific Assembly Task Force and sent it to Donna Duburg for the SoShowMe.

Government Affairs, Jody Gross: No report.

Membership, Danyel Collins: Among the items Danyel reviewed were:

1. Lapsed Member Data: MoCLS lost a total of sixteen students and thirty-eight PF1 and PF2 members, for a total loss of sixty-three members, a loss of thirty-five percent. Questions arising from this information included how are we targeting students and are we keeping our current members well informed.
2. Current member Data: Fifty percent of our one hundred sixteen members are from St. Louis, while two members are from Cape Girardeau. We have no information on ASCP members that are in Missouri and are not in MoCLS. Questions arising from this information included: a) should we be targeting the southeast area of Missouri for membership recruitment; b) should we be purchasing an ASCP directory once every five years to track lapsed members.
3. Recruitment: Danyel's questions were: a) what information do we want to include in new member packets? We have no more new member folders, and Danyel is currently sending a brochure, a pin, and a letter from Carol to new members; b) what information do we want to send in lapsed member mailings; c) what can we do for current members to assure retention.

Discussion:

- Automatic renewal: The auto-renewal process is flawed and very manual. ASCLS came up with the idea over a year ago, but with the credit card process, ASCLS does not see the credit card information, so national ran into a problem with streamlining the process. Next year the process will be refined. There have been a number of problems with notices going out to all those who should receive them, as well as other system bugs. The application for students to renew as FYP needs to be made clearer. We need to address the errors that are occurring at national when members are not getting renewal information out to members and membership cards are not being received in a timely manner. National has a new contract with a new group to handle membership renewal, but so far, the process is not working well. A lengthy discussion included personal examples of problems with the automatic renewal system.
- Lapsed Members:
 - Danyel distributed lapsed member lists to all District Representatives.
 - Discussion followed regarding the membership brochure. Do we wish to renew

- this item as part of the new member packet?
- Sharon suggested establishing monthly social gatherings in each district to renew interest, to maintain relationships, and to keep new member involved.
- Tim mentioned that a high percentage of attrition occurs due to financial obligation when students transition to professional memberships. He suggested a scholarship, although that could be very expensive. He also wondered if the attrition is tied to the problems with renewal notices or changes in addresses.
- Cape Girardeau: member recruitment presents geographic challenges.

Action:

- Automatic renewal: Carol, with Tim's assistance, will submit a list of concerns and problems regarding this issue to Region VI leadership (Diane) for ultimate resolution by ASCLS.
- Lapsed Members:
 - In an effort to resign lapsed members as well as to determine why each member is on this list:
 - District Representatives are responsible for contacting all lapsed members in their area before the January meeting.
 - Phone contact may be utilized, but email can be used as well, particularly for those who are hard to reach.
 - Please verify whether each member is using or prefers on-line or mail renewals.
 - A written script for phone calls made by the District Representatives will be prepared by Lucia
 - Lucia will email the lapse email letter.
 - District Representatives are also responsible for making additional contact with individuals requiring follow-up.
 - District Representatives will send the lapsed member an application for membership if they wish to renew.
 - District representatives will summarize all reasons given for non-renewal and submit the lists to Candi prior to the January meeting.
 - District Representatives will contact Candi with any questions or problems regarding this process.
 - All updated member lists will be emailed to the Board.
 - The Finance Committee will contemplate all proposals regarding budget amendments, including a proposal to revive the membership brochure. (There was no motion made concerning this item.)
 - Lucia will take up to issue of student to professional memberships with Janice. Increases in dues should be gradual.
- New Member Information: New members will get a letter from Carol, and event calendar which can also be viewed on the website, a leadership list, a welcome brochure, and a pin.

Missouri Scholarship Fund, Tom Reddig: The written report is summarized as follows:

- The fund balance is \$19,309.49.
- Activities since August 26:

- Tom mailed Joanne's tree plaque to Barbara Parkhill.
- Tom submitted several articles and much information about the scholarships as well as CREP to the SoShowMe.
- He submitted an ad for the MO-Kan Silent Auction to the newsletter editors of MoCLS, KSCLS, and KC-CLMA.
- **Motions:**
 - Tom moved that 1) MoCLS donate \$500.00 to the Missouri Scholarships Funds; 2) MoCLS donate \$1.00 per active member (based on the August roster) to the Missouri Scholarships Funds.
 - Mary Lou Vehige moved to table motion one for consideration and action of the Executive Board or the January meeting. Tom seconded the motion. Motion carried.
 - Candi Barker moved to table motion two for consideration and action of the Executive Board or the January meeting. John Koenig seconded the motion. Motion carried.
- Tom is getting the \$5000.00 check today and he announced that he has scholarship applications that he can provide to anyone who is interested.

Leadership Development, John Koenig: No report.

P.A.C.E., Terry Jo Gile: There are no requests for P.A.C.E. at this time.

Professional Affairs, Renee Setina:

- Renee received an email from Carol Truby-Bisges which provided a Missouri Department of Health website which lists all Missouri hospital names, addresses, and administration. She passes the list around the meeting asking members to list any laboratory personnel contacts. She will email the District Representatives and various state contacts to complete the laboratory contact list. She wants to include clinics reference laboratories, and any other applicable information on this list. After the November meeting, Renee will begin building this database in Access for future mailing labels. Nancy will send Renee the membership information on disk.
- Renee emailed Teri Jo Gile requesting information on the company who made the state meeting magnets several years ago. Teri Jo provided this information, but Renee has had difficulty reaching the contact at Associated Promotions. She has contacted a local Springfield company, Dixie Specialty, who quoted \$0.22 per one color/white background magnet. Additional colors and different shapes increase the cost. Renee will come up with a design and have them ready by January meeting to send out. Renee will put national Medical Lab Week packets together.
- Discussion:
 - Shelly knows of a St. Louis company that has magnets for \$0.15-\$0.16 each. She can make the contact and email information to Renee. Cathy suggested we use the state logo since it will be used in Missouri.
 - It was suggested that Renee stick with a supplier in her area to simplify the process.
 - Cathy also suggested a design that incorporates state and national logos, and that Renee should be able to act on this without bringing it before the board.
- Action/Decision: The magnet theme will be centered on the MoCLS and ASCLS logos, including website information. It will not be year specific. Email your specific ideas to

Ranee, who will assume ultimate responsibility for the design

Publications, Donna Duberg/Beth Zeibig:

- Donna attended the Summer Board Meeting and Retreat in Joplin.
- She reviewed the SoShowMe publication materials from the previous chair.
- With Beth Zeibig and Tim Randolph, Donna outlined the plan of action, timeline, and responsibilities for the SoShowMe.
- Donna prepared the final draft of the fall newsletter. She is most appreciative of the overwhelming number and timeliness of the article submissions.
- Donna and her team are in the process of planning the winter issue.
- Concerns:
 - Need a decision on a standard word processing program to be used by the organization. She suggests using Microsoft Word, but would like feedback from JR.
- Requests for Action:
 - Donna would like Carol and Tom to review the final draft of the fall newsletter for content, spelling and grammar.
 - Donna is requesting articles for the winter newsletter, particularly information on the annual meeting, the "Call for Nominations", and the "Spotlight on a Professional". She is trying to get Marinda's paper in this issue.
 - Requesting a set of mailing labels from Nancy.
 - Requesting a copy of the tax-exempt form for the printer.
- Discussion:
 - Lucia recommended publishing a photo of each Missouri graduating classes.
 - Lucia questioned why we need to purchase any software. Tim said the Publishing committee wants to standardize the publishing format.
- Motion:
 - Donna's written motion asked for a maximum of \$500.00 to purchase software for creating publications.
 - JR seconded the motion.
 - JR then moved to table this motion for consideration and action of the Executive Board or the January meeting. Tim Randolph seconded the motion. Motion carried. Lucia and Tim will communicate the results of the motion to Donna and Beth.
- Action
 - At Carol's request, Lucia will talk to Donna about any newsletter problems with which Lucia might troubleshoot.

Spring Meeting 2002, Lucia Johnson:

- The meeting will be held April 17-19, 2002, with the theme and logo the same as 1998. The conference will follow the same format as previous meetings.
- The majority of the speakers are either confirmed or in the process of being confirmed.
- Question from Lucia: Have the Scientific Assembly chairs polled their constituents regarding topic and speaker ideas for the Spring Meeting?
- Committees:
 - Exhibits – Terry Erbert, Chair. We can have up to around forty-five exhibitors.
 - Finance – Nancy Reddig, Chair

- Program – Lucia Johnson, Chair; Toni Sheffer, and Linda Zuchowski
- Publicity – Berna Sue Casper, Chair; Sandy Claussen, Angie Dale.
- Registration – Paula Miller, Chair; Pet Maniquis, Rose Marie Unrein, JR Constance.
- Silent Auction – Tom Reddig, Chair; Joan Lipp.
- Social – Pat Hargrave, Chair; Venus Ward, Carla Brewer.
- The Board meeting and the exhibitor’s party will be held Wednesday, April 17.
- The registration booklet will be out in early February.
- Every registrant will receive a sheet of thirty business cards to give to vendors.
- Both a career roundtable and a job fair are being planned.
- Miranda is asking Teri Jo to give her “Brown shoe in a world of tuxedo” presentation.
- In August, Lucia sent letters to First-, Second- and Third-year board members requesting information about spring conference and membership in process.

Student Affairs, Shelly Zafe:

- Shelly met with Kimberly and Marinda to discuss a student forum session for the spring meeting. Marinda emailed Carol and Lucia about this, and Shelly asked the Board if this would be possible.
- Jewish Hospital College of Nursing and Allied Health:
 - Shelly visited the CLS class on November 1 to answer questions about their upcoming clinical rotations and to recruit student members.
 - One new student became a member – Nancy Schmitz. She is a MLT who works at Memorial Hospital in Belleville, and Barnes Hospital Hematology while attending school to become an MT.
 - Passed out recruitment folders to the students. These folders contained an ASCLS membership application, a copy of “What is a Clinical Laboratory Scientist” from the ASCLS web page, a copy of the Clinical Laboratory Testing brochure, and a pen or pencil.
- Motion: Increase the line item for student publications to \$100.00 to create a recruitment folder that will be passed out at the Spring Meeting and at other opportunities.
- Action:
 - Lucia will report back to Shelly regarding ways to incorporate a student forum into the spring meeting.
 - JR will donate folders to the cause.
 - JR and Nancy will send our color log to Lucia who will, in turn, get it printed for use with the recruitment folders.
 - Shelly’s request for action for money to use for creation of a recruitment folder was tabled to financial committee
 - Shelly will keep a list of people who get folders.

Student Representative, Kimberly Dean:

- No report.
- Kimberly is no longer the Region VI student representative.
- She will email all contact information to the new student representative.

Web Master, JR Constance:

- No activity. Nothing has been sent to JR since the last meeting.

- Discussion:
 - Lucia asked if on-line registration would be possible for the spring meeting. JR replied that he would need a copy of the registration form. He will set up the system so the registrar will get a copy of the complete registration. This would be a secure site – the whole credit card number will never be seen. Also, JR could set up a merchant account and run transactions through that account, but this will cost a transaction fee.
 - ASCLS consumer site: Discussion is ongoing regarding expansion of this site. The target date is February 2002.
 - Membership application on-line: This will be set up so when a person selects Missouri, the application fills in the dues amount for the state automatically. There will be no need to go back and forth between pages. The goal for this is the end of 2001.
 - Leadership mailing: this can be downloaded or you can browse.
 - Videos for Day in a Life: the money isn't available. Production can only take place if we use an amateur. JR has a friend who might be able to do this; or, if you know of someone who could handle production, inform JR.

Old Business:

A. **Brochures:** Not discussed

B. **Business cards:** Refer to Lucia's report under 10 I.

C. 2003 Spring Meeting, Carole Truby-Bisges:

- 1) Carole has met with the Sales Manager of the Capitol Plaza Hotel in Jefferson City. The reserved dates are Wednesday, April 30 through noon on Friday, May 2, 2003.
- 2) Room rates will be \$89.00 for single through quad occupancy.
- 3) Other features: free parking, indoors pool, whirlpool, sauna, exercise room, large atrium area with bar, waterfall, glass elevator.
- 4) Thirty exhibit booths will be available at 10 x 10 feet. The hotel will set these up.
- 5) Wednesday lunch will be in a room adjacent to the exhibits, and Thursday lunch will be in the adjoining atrium.
- 6) POL Session and a Board dinner are being planned for Wednesday evening.
- 7) The social is being planned for Thursday evening. A wine and cheese event is also being planned.
- 8) Registration will be outside the Exhibit Hall in the atrium.
- 9) Breakout rooms: We will have three rooms for concurrent sessions set in classroom style for fifty people each.
- 10) AV service is provided (cost not indicated).

Questions:

- Are dates and facility acceptable to the Board
- Heart of Missouri Chapter of CLMA wishes to cosponsor. Who pays the start-up fees and how are profits divided?
- Mini-legislative day on Tuesday, April 29?
- Would the Board approve asking an area hospital to sponsor the social?

- Would the Board like to meet at the hotel for the Winter Board Meeting?

Action

- Board approved dates and facility.
 - There will be equal work in planning a co-sponsored event with either a 50-50 split of the profits or profits distributed according to percentage of members each group provides.
 - The Board approved a mini-legislative day.
 - Carole will solicit an area hospital to sponsor the social.
 - Nancy will contact the local chemistry group to gauge interest in co-sponsoring with MoCLS and CLMA.
 - The Board approved meeting at the Capitol Plaza Hotel for the January 2002 meeting. The room will be free of charge.
- D. Memorial for NIH Campus: We will not be participating.
- E. SoShowMe Winter Edition: See report of Publications Committee.

New Business:

- A. Revisions for Handbook: Carol indicated that time did not allow for discussion of this item. She suggested updating her after the meeting adjourned.
- B. Money for Montana Society:
- Carol read the letter from the President of the Montana Association, Jeannine Pembroke.
 - They have asked the Montana Board of Licensure to act since the Montana Nursing Association is not speaking to the lab organization.
 1. Anyone desiring to send financial support can send a gift to MTSCLS, c/o Vicki Rice, Treasurer, 737 South California, Helena, MT 59601.

Upcoming Meeting Dates:

- **January 19, 2002 – Jefferson City.** Snow date will be January 26, 200.
- **April 17, 2001 – Kansas City.**

Announcements:

2. Tom has the Medline Anthrax site information, which contains a tutorial. Their website is www.NLM.NIH.gov/Medlineplus/tutorials.html. Medscape web site has lots of information as well.
- Tom has copies of the Strategic Planning for Recruitment and Retention of Healthcare professionals.
 - Shelly Zafe is engaged.
 - Danyel Collins is engaged.

Adjournment: Tom Reddig moved to adjourn the meeting, seconded by John Koenig. The meeting was adjourned at 4:00 p.m.

Respectfully Submitted,
 Krista Llewellyn
 MoCLS Secretary