



MoCLS Leadership Meeting: 11/09/2013

MINUTES

Attendees: Debbie Baudler, Sharon Duessel, Rita Heuertz, April Hansen, Danyel Anderson, Tim Randolph, Nicole Mueller, Amanda Reed.

Absent: Renee Setina, Nancy Reddig, Kelci Cortrecht, Stephanie Godfrey, Sarah Schumacher, John Koenig, Alese Furnald, Mary Lou Vehige, Lucia Johnson, Kristine Hayes, Jacklyn Ensley, Becky Boothe, Elisabeth Jones, Mindy Alcorn Sinning.

1. Leadership Meeting called to order on 11/9/2013 at 10AM.

Meadow Lake Acres Country Club, 2600 Meadow Lake Drive New Bloomfield, MO 65063. (573.491.3356).

2. Meeting Minutes Approval

Minutes of 9/28/2013 BOD Planning Meeting

Discussion:

Danyel Anderson motioned to approve as amended (ASCLS-Mo was changed to ASCLS-MO). April Hansen seconded motion

All in favor? all 8 voted aye

Any opposed? no nays

Motion passed on 11/9/2013 at 10:56 AM.

NOTE: FULL REPORTS OF EACH BOARD, COMMITTEE AND DISTRICT MEMBER ARE AVAILABLE AS SEPARATE DOCUMENTS

3. President report - Deb Baudler

- a. Appointed chairpersons of standing committees
- b. Defined goals for each MoCLS position
- c. Sent out electronically to all BOD members templates of leadership rosters, board descriptions, MOCLS SOPs, templates of board reports
- d. Reminded all in attendance to send articles by 12/15/13 to Sharon Duessel for the Jan and May publications of SoShowMe
- e. Updated MoCLS website: since website license had expired, Adobe DreamWeaver was purchased
- f. Asked all directors to host a Continuing Education event
- g. Formed a membership committee as result of suggestion from planning meeting held Sep 2013: lapsed members have been contacted and encouraged to renew membership: result is an increase in membership to 94 (on 11/9/13) from 83 (in Sep 2013)
- h. Volunteered to help with state meeting as program co-chair with Tim Randolph

4. President Elect report - Sharon Duessel

- a. Has a major goal of increasing public awareness of MoCLS/ASCLS
- b. Has a major goal of increasing MoCLS membership
- c. Has interest in identifying a system in which CLS/MLS and CLT/MLT applicants not accepted at one school can be recruited to other credentialed schools so we do not lose them in the profession

5. Past President, Awards, Nominations Committee reports - Renee Setina

- a. Serves as advisor to president
- b. Head up Awards and Nominations Committees
- c. Assists Nancy Reddig with 2014 Spring Meeting Finance Committee

6. Executive Secretary report - Nancy Reddig

No report

7. Treasurer report - April Hansen

- a. MoCLS account had year-end (7/31/13) balance of \$11,265.52
- b. Profit from 2013 Quad State Spring Meeting was \$7,919.27
- c. Current balance (as of 11/3/13) is \$16,216.60
- d. No BOD activity was reported

8. Secretary report - Rita Heuertz

- a. Participate in fundraising activities by volunteering to speak at CE events
- b. Identify ideas for Silent Auction at 2014 spring meeting
- c. Am member of Program Committee for 2014 spring meeting.
- d. assist Uthay Ezekiel with 2014 Spring Meeting Student Research/Case Study event: discussion about whether event should be short talk or poster
- e. Interested in working with Sharon Duessel to identify a system where CLS/MLS and CLT/MLT applicants not accepted at one school can be recruited to other credentialed schools so we do not lose them in the profession
- f. Has volunteered to contribute article to ASCLS Today for the ASCLS Microbiology Scientific Assembly

9. 1st Year Board Director - Kelci Cortrecht

- a. Talks to coworkers and students about MoCLS membership: is a liasion for bench techs to become MoCLS members
- b. Wants to become more involved in fundraising
- c. Talks with fellow graduates and encourages them to attend the spring meeting

10. 2nd Year Board Director - Danyel Anderson

- a. Recruits new members and encourages her MLT students to participate in ASCLS and MoCLS
- b. Continues to advocate for MLS/MLT licensure and to increase awareness of current nonlicense status

- c. Works with OTC physician associate, Dr. Blaine, to arrange meeting with Greene County Medical Association for licensure discussion
- d. Works to increase MLT student participation in Sharing Soles and has a truckload of shoes ready to be sent to Haiti
- e. Works actively in recruiting members

11. New Professional/1st Year Director - Stephanie Godfrey

- a. Sets up dinner Meet & Greets with current MoCLS members to increase membership
- b. Has obtained supervisor interest in coworker attendance at the 2014 Spring meeting being hosted in the Kansas City area

12. Student Director & Student Forum Chair - Nicole Mueller

- a. Planning an event at the 2014 State Spring Meeting that is a social gathering focused on students
- b. Generating a survey for students and graduates identifying why they became part of MoCLS, career goals and successes
- c. Planning on going to high schools for recruitment since they are now focused towards science, technology, engineering, mathematics (STEM)

13. Webmaster/Publications - Sharon Duessel

- a. Has identified that MoCLS needs to have a presence on social media: she started Gmail and FaceBook accounts (MoCLS.socialmedia@gmail.com with password Moclsorg1): she also started a Linked-In account: she asks that BOD members upload pictures, start discussions, etc
- b. Requests SoShowMe topics for the next issue (word count 500, picture)
- c. Is taking head shots for the MoCLS website "Leadership Section"
- d. Discussed fund raising ideas for the 2014 Spring Meeting
 - silent auction - called for items
 - expansion of candy bar sales to all MOCLS events - Deb will talk with Lucia about the cost of candy bars/wrappers and Lucia's intention for this fund raiser as the 2014 Spring Meeting in Kansas City
 - 50/50 ticket sales (went well at the 2012 MoCLS meeting in St. Louis)

14. Standard Operating Procedures (SOP's) - Sarah Schumacher

No report

REPORTS ON COMMITTEE ACTIVITIES

15. Awards Committee – Renee Setina

See Past President (Renee Setina) report

16. Membership report - Alese Furnald

- a. Provided district reps with contact info for members in their district so they can be more active on a personal level
- b. Emailed lapsed members reminding them to renew membership
- c. Interested in hosting a forum for fundraising ideas

- d. Wants to create a plan for fundraising by Jan/Feb 2014
- e. Reported on MoCLS current membership
 - Current members = 94
 - Lapsed members = 219

17. Government Affairs/Political Action Committee (GAC/PAC) report - John Koenig

- a. Attending monthly ASCLS GAC conference calls - submitted Oct 2013 GAC minutes to MoCLS BOD
- b. Has been in contact with all state GAC chairs in Region VI
- c. Plans on attending next Region VI council meeting

18. Nominations report - Renee Setina (Members: Koenig, Vehige, Randolph)

See Past President (Renee Setina) report

19. Bylaws report – Mary Lou Vehige

- a. After SOP update completion by Sarah Schumacher, Mary Lou will generate side-by-side chart document of bylaws and corresponding SOPs
- b. Reviewing consistency of MoCLS bylaws with national ASCLS bylaws

20. TR MSF, PACE Chair, 2014 Spring Meeting reports - Lucia Johnson

- a. Reported Tom Reddig Missouri Scholarship Fund 10/4/13 balance: \$11,517.20 (\$10,000 minimum amount requirement exists)
- b. **MOVED** that MoCLS donate \$200 annually to the TR MSF
- c. **MOVED** that MoCLS donate \$1 per active member to the TR MSF (using September membership roster to count): discussion followed questioning what "active" member means - does it mean "paying" member since collaborators pay nothing and students pay \$40 per year (\$25 national fee + \$15 MoCLS fee): discussion also followed that MoCLS has not received 2013 student fees from national ASCLS. There was consensus that we need to define what "active" member means.

MOTION: Table request for MoCLS contribution to TRMSF until Jan 2014 meeting pending investigation regarding state dues.

Motion: April Hansen. Second: Sharon Duessel

- d. Reported on PACE activity: SLU CLS has been hosting 2 PACE credited-events per year which generates \$50 from each event
- e. Reported that she will be submitting paperwork for MoCLS PACE providership to ASCLS national in April - \$325 check from MoCLS Treasurer will need to be included
- f. 2014 Spring Meeting update: planning is well under way - conference planning committee contact list is provided in her full report

21. Promotion of the Profession report - Kristine Hayes

- a. Seeks to enhance public understanding of CLS
- b. Wants to create student quiz bowl

c. Will be working with regional reps to promote MLPW (Medical Laboratory Professionals Week) which is April 20-26, 2014

22. Leadership Development Chair report - Tim Randolph

- a. Recruits SLU students and alumni as members
- b. Serves a Program Co-Chair for 2014 State Meeting
- c. Identifies potential leaders for the Leadership Academy
- d. Mentors leaders for MoCLS BOD positions
- e. Is collecting names for Keys to the Future (KTF) candidates across all states and regions
- f. Serves as ASCLS, Region VI and MoCLS Chair of Leadership Development
- g. Described ASCLS Leadership Academy for BOD members present
 - (i) nominations for candidates are by the state
 - (ii) requirements of members of Leadership Academy are: 2 workshops at national meetings and 1 workshop at leg day
 - (iii) many states have line items on the budget that assist in funding travel/hotel for leadership candidates
 - (iv) academy participants have a major project, many of which are related to recruitment: national ASCLS website has list of leadership academy projects
- h. Described importance of ASCLS Leadership Academy (Leadership Soapbox)
Declining memberships in many organizations/societies is occurring currently. We need to retool/refocus our strategies because there are fewer members now and each one is busier than their counterparts were 30 years ago. Where is my 10% professional time commitment going that shows my best effort and has the greatest impact? Tim's suggestion is: target student members and capture them early; target 1st year to full professional transition and retain them as members.

23. Scientific Assembly report - Amanda Reed & Uthay Ezekiel (Co-Chairs)

- a. Work with 2014 Spring Meeting Planning Committee by serving as liaison between MoCLS and clinical affiliates, diagnostic companies regarding attending, presenting, sponsoring the meeting
- b. Serve as liaison between PACE chair (Lucia Johnson) and SLU for CE offerings

REPORTS FROM DISTRICT REPRESENTATIVES

24. St. Louis District Rep report – Jacklyn Ensley

- a. Create an educational opportunity for MoCLS/ASCLS members in the St. Louis area
- b. Develop fund-raising ideas
- c. Volunteer to work for 2014 Annual Spring Meeting

25. Columbia/Jefferson City Rep report - Alese Furnald

No report: See Membership Committee (Alese Furnald) report

26. Springfield/Joplin Rep report - Julia Witt

No report

27. Kansas City District Rep report - Elisabeth Jones

No report

28. Poplar Bluff/Cape Girardeau Rep report - Mindy Alcorn Sinning

No report

29. Hannibal/Kirksville Rep report - vacant

No report

OLD BUSINESS

30. Old Business

Discussion on MoCLS name change to ASCLS-MO

Sharon Duessel made the motion.

"I move to proceed with the name change from MoCLS to ASCLS-MO and to forward to the membership for a vote."

Deb Baudler seconded Motion

All in favor? all 8 voted aye Any opposed? no nays

Motion passed on 11/9/2013.

NEW BUSINESS

31. New Business

- a. Discussion about having a BOC exam question review, MoCLS question of the day to increase student membership
- b. Discussion about increasing number of collaborative annual conferences, like current MO-KS and MO-IL relationships. Examples of interest were mentioned: MO/OK for Joplin conference, MO/AR for Branson conference, MO/IA for Kirksville/Hannibal conference
- c. question was asked if career links are on the website? the answer is yes
- d. Discussion on date of next meeting: teleconference in Jan 2014
- e. Announcement: business card template is available at the ASCLS website

MOTION TO ADJOURN

32. Intent to Adjourn

April Hansen motioned to adjourn Board/Business Meeting

Motion seconded by Danyel Anderson

Board Meeting adjourned on 11/9/2013 at 3:02 PM.