



Kansas City

CLMA 

THE RESOURCE FOR LABORATORY PROFESSIONALS

**KC CLMA
BOD Minutes
Thursday Sept 24, 2009
Meeting @ KU**

Attendees: Connie, Vicki, Shirley, Holly, Katie, Dawn, Barry, Terry, Barb

Agenda Item	Action	Follow-up/Discussion	Responsible Party
Call to Order	1114	n/a	Connie
Approval of the April KC CLMA Board Meeting minutes	Katie motioned to approve the Aug. BOD meeting minutes. 2nd by Connie.	n/a	All
Website discussion	<ul style="list-style-type: none"> • Website updates <ul style="list-style-type: none"> ○ “What’s new” tab on the website. ○ Publicize that students are welcome to our monthly education meetings at no charge. ○ CCL policy on the website needs to be updated as final. 	<ul style="list-style-type: none"> • Terry to send info re: MLT program for “What’s New” section. • Publicize that students are welcome to our monthly education meetings at no charge. Holly will post a message re:students • Holly will update the CCL policy as final • Holly to send out Oct. meeting email distribution. • Barry to help find email contacts for the MT program coordinators and add them to the KC CLMA distribution list- include them in the communications for monthly meetings. 	Terry, Holly & Barry
Patchwork April 14-16, 2010 W-F Downtown Marriott	• Update	• Discussed suggestions for Patchwork speakers:	All

		<ul style="list-style-type: none"> • Dr. Horvatt- Blood Culture contamination, Evidence Based Lab testing?- Zynx, 5s Quality. 	
Updates from Executive Office:			
MCDC	<ul style="list-style-type: none"> • Update 	<ul style="list-style-type: none"> • Connie mentioned that Natasha is planning to attend the CCL meeting in Nov. 2009. Planning for the National CLMA meeting is ongoing. 	
Alliance	<ul style="list-style-type: none"> • Non-members attending chapter meetings; Pet to send names of non-members attending chapter meetings to National (Jason Harbonic) 	<ul style="list-style-type: none"> • Pet will distribute KC CLMA chapter names of members that have lapsed in the last 3 years. 	Pet
PAC	<ul style="list-style-type: none"> • Update 	<ul style="list-style-type: none"> • Deb to include Kansas representative info in the next newsletter and Holly to include the info on the website 	Deb & Holly
GPS	<ul style="list-style-type: none"> • Update 	<ul style="list-style-type: none"> • Shirley attended the last GPS conference call. The new GPS tool is easier to use. They are developing a tool kit to publish best practices. Shirley suggested that we demo how to get to GPS web site at an upcoming KC CLMA chapter meeting. 	Shirley
YoungLab	<ul style="list-style-type: none"> • All: Notify those in the lab <40 to go to Facebook 	<ul style="list-style-type: none"> • Holly will post info re:YoungLab on our website 	Humbelina

<p>Officer Discussion</p>	<ul style="list-style-type: none"> • BOD terms: Make correction to Deb's term. • Position Descriptions. • Continue Historian with Secretary. Move Historian descriptions to other positions. Carla will update Immediate Past president, Kathy to update Secretary/Historian description. • Transition Checklists: Kathy and Carla to update as mentioned above. <p>2009 Annual Schedule of Events</p> <ul style="list-style-type: none"> • Changes to the Annual Schedule of Events made as discussed at the August Strategic Planning meeting 	<ul style="list-style-type: none"> • Natasha to streamline document; Review changes for BOD terms at Oct. BOD Meeting. • Deb to create a rough draft for an Ad Hoc position description that will cover Safety POC , GPS, and legislative; forward to Kathy Review Position Descriptions at Oct. BOD Meeting. • Updates completed by Kathy; Deb to create new transition checklist for new position (GPS, Legislative, Safety, POC). Review Transition Checklists at Oct. BOD meeting. • Review Changes to annual schedule of events at Oct. BOD meeting. 	<p>Connie & All</p>
<p>Committee Assignments (incl. scholarship winners)</p>	<ul style="list-style-type: none"> • Membership • Legislative/PAC 	<ul style="list-style-type: none"> • Lapsed members will be sent a survey. Carla/Connie will develop the survey. Pet will mentor Terry for membership. Membership to be discussed again at Oct. BOD meeting • Legislative/PAC- no updates discussed. Deb and Dawn will co-chair Legislative; Natasha will cont on PAC National 	<p>Connie</p> <p>Vicki & Katie</p>

	<ul style="list-style-type: none"> • Education • GPS • POCT 	<ul style="list-style-type: none"> • Education- Discussed 2009 Education planned: <ul style="list-style-type: none"> - Oct- LEAN - Nov. PI Round Table - Dec. –Holiday meeting-2nd week in Dec. A speaker from “Jockey” is being looked at for this meeting for a leadership topic. - Jan. 2010- ISO? Looking for speakers yet- ? Cerner • GPS-no further discussion • POCT <ul style="list-style-type: none"> - correct spelling for Diane Burford’s name in the minutes. - POCT- Webinar for POC went very well. POC is looking at doing a webinar each year and a regular meeting annually also. • Connie will contact Barbara Repp re: what committee she would like to serve on. 	
New Board Member Mentoring Assignments	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Barry to contact Nancy Paul • Pet to contact Terry Aldrige <p>Review status of this at Oct. BOD meeting.</p>	All
Objectives for 2009-10/Chapter Success Standards	Assignment Due Dates	<ul style="list-style-type: none"> • No discussion 	All
Committee Planning Updates/Transition Plans	1) Education	<ul style="list-style-type: none"> • Early Check In/Assignments for next meeting Nov: Katie Dec: Holly Jan: Dawn 	Vickie/Shirley /Katie
	2) Newsletter	<ul style="list-style-type: none"> • 	Barry
	3) By-Laws :Holly will post By-Laws final on website	<ul style="list-style-type: none"> • By laws are posted. 	Holly

	<p>4) Finance</p> <ul style="list-style-type: none"> • 2009 Current/approval of 2009 Budget Current: • March 2010 Capitol Hill fly in • Gifts for retiring board members presented at Sept meeting • 2010 Budget Submission Due Date 	<ul style="list-style-type: none"> • Natasha will do March 2010 capital hill fly in. • Gifts for retiring board members will be presented at the Dec. 2009 meeting. Barb will take care of this. • All: Get 2010 budget submissions to Barb for approval at Oct. BOD meeting. 	Barb/All
Meeting Time/ Location	<ul style="list-style-type: none"> • December Board Meeting location update 	<ul style="list-style-type: none"> • Discussion of December education meeting at the Beckman/Coulter Vision Center and communicate options for informal dinner after this meeting. 	Shirley
New Business	<ul style="list-style-type: none"> • Solicit applications for ThinkLab Scholarship 	<ul style="list-style-type: none"> • Holly to send out email distribution for applications to 2010 Thinklab. 	Holly/All
Adjournment—Next Board Meeting	<p>Next meeting October 22nd ; LuckyBrew 4:30</p> <ul style="list-style-type: none"> • The meeting was adjourned at 1218pm by a motion from Barb and seconded by Connie. 		