

**Six Rivers CLMA Chapter Board Meeting Minutes**  
Tuesday, February 17, 2009

Participants: Wanda Broerman, Renee Cuevas, Ed Fircgau, Kathy Good, Paul Labbe, Jenny Murray, Marsh Spalding, Jane Tester, and Jade Wilson.

Guests:

- I. January meeting minutes approved
- II. General Business/Update of Outstanding Items (Renee)
  - Ed Fircgau will be on Program & Education sub committee Professional Outreach
  - ORV break Wanda sent check to Paul
  - Cynthia will do chapter basket for ORV from SRC
  - Wendell O'Neil agreed to go to legislative fly-in
- A. Strategic Plan: Sent to National CLMA and to Ed Deen to be posted on the SRC website
- B. Annual Report: Sent to National CLMA and to Ed Deen to be posted on the SRC website.
- C. National Laboratory Professional Week – April 19-25<sup>th</sup>
  - a. Budget \$600 total (\$200 per region) for regional celebrations
  - b. Regional coordinators: Dayton-Paul, Cinci-Kathy, and Columbus-Stacy
- D. ORV 2009 – Shooting for Success ORV Committee members
  1. Indianapolis Marriott North - March 24-26<sup>th</sup>
  2. Brochure – Renee will have Ed Deen add it to the SRC website
  3. Chapter Basket for ORV-Cynthia
  4. Who will be attending ORV from SRC? Renee, Wanda, Ed Fircgau, Paul, and Jenny
  5. ORV 2010-location-Cincinnati Kings Island (Renee/Kathy)
    - Kathy contacted the Kings Island resort
    - Tentative dates are 3/22 to 3/25
    - Room rate = \$79 per night
    - All are to check the dates for other 2010 events that may conflict with these dates
- E. CLMA BOD (Paul)
  1. CLMA Board elections/nominations: 16 nominations
- III. Committee Reports/New Business
  - A. Finance Report Wanda
    1. Annual Financial Report – Feb 16<sup>th</sup>
    2. IRS Form due in April
    3. Internal audit completed by Joyce. Still need to find an outside person to audit.
    4. Wanda will check on potential fund raisers. We need to make sure that we are making more than we are spending. Although last year we were trying to bring the amount carried over from year to year down.
  - B. Program/Education Jade
    1. Discuss education programs for K-12: Wanda suggested speaking with Dr Russinger. Both Paul and Ed mentioned that they have participated in various programs in promoting the field. They will gather this information and work with the committee.
    2. Q1 regional meetings: 2/26 CLMA Audio Conference "Are you in Compliance with the FDA?- New Deal!" is being offered at ChildLab and CompuNet.
    3. Deer Creek
  - C. Membership Report (Jenny)
    1. current membership 92
    2. 2 lapsed in January
    3. 11 lapsing in February
  - D. Communication Report (Renee)
    1. Newsletter almost ready to go out
  - E. HealthCare Policy Report (Paul- no updates)
  - F. Professional Outreach Report (Kathy- discussed under Program/ Education)
  - G. Good Practice Sharing (Patsy- absent)