



Six Rivers CLMA Chapter Board Meeting Minutes Tuesday, Jan 19, 2010

Participants: Wanda Broerman, Renee Cuevas, Kathy Good, Cynthia Griffith, Paul Labbe, and Jenny Murray

- I. Nov meeting minutes approved (Jenny)
- II. General Business/Update of Outstanding Items (Renee)
 - A. National CLMA
 - a. Paul stated that the transition is going well. There is a board meeting in Chicago at the end of the month. Stephanie Robinson (CLMA Rep – PA) is involved with the transition.
 - b. SmithBucklin/ Executive Office
 1. Office is moving to Chicago
 2. Jason no longer with them
 3. Points of contact are
 1. Laura Quinze LQuinze@smithbucklin.com
 2. Christina Tomaso ctomaso@smithbucklin.com
 - B. Strategic Planning
 - a. **Bylaw Review: Approved by all on the call**
 - b. **Annual Report: Approved by all on the call**
 - c. Chapter Success Standards- To be prepared by Past President for awards. **Renee is checking on the due date.**
 - d. Annual Schedule of Events-updates for 2010-review and submit changes/suggestions
 - e. Strategic Plan 2010- review and submit changes/suggestions
 - f. **Job Descriptions-** changed highlighted, please review and submit changes/suggestions
 1. added board member description
 2. added legislative liaison
 3. added a change to all
 4. **Changes approved by all on the call**
 - g. Once all documents have been approved **Renee will send them to National office**
 - C. ORV 2011 –“ Go Green” (Kathy)
 - a. Location-Cincinnati Kings Island??
 - b. Dates??? Suggested March 16-17th, 2011
 - D. CLMA BOD (Paul)
 - a. 3 names have been submitted for board elections
 - b. Paul is not running again this term
 - E. Roche PCR road show possible for April and lab week (Wanda)
 - a. Wanda will check on this and get back with the board
 - b. Possible event for Lab Week
- III. Committee Reports/New Business
 - A. Finance Report (Wanda)
 1. Fund raiser update/suggestions
 2. Proposed Budget for 2010: need to review
 3. 2 free National CLMA conference registrations: 1 for Kathy Good
 4. Financials need to be audited by:
 - i. Financial officer-done
 - ii. a non –board member
 - iii. and outside accounting firm
 - B. Program/Education (Jenny)
 1. Fall Conference 2010: 9/30 & 10/01
 - a. Jenny will work with Emily on reserving the conference rooms
 2. Education Programs for K-12- suggestions

3. Education Programs for Q1
 4. Executive Office contacted Renee regarding holding a Patient Safety Symposium – discussed with Jenny and thought this would be redundant since we just did the Patient Safety SmartLab in the Fall 2009
- C. Membership Report (Jenny)
1. Beginning January- Rick Kurtz volunteered to replace Marsh Spalding as chair
 2. Current membership: 76
- D. Communication Report (Renee)
1. Greg Lyons has worked on the website/newsletter
 2. Greg made a Facebook page and Twitter account
 3. Greg will replace Renee as Communication Chair
 4. Jenny will contact Greg about updating Kathy Good's e-mail on the website
- E. HealthCare Policy Report Paul
- F. Professional Outreach Report Kathy
1. **Scholarship awards:** Kathy, Ed and Paul reviewed the 8 applications. Their recommendation is to award \$1000 scholarships to the top 2 applicants and \$500 to each of the next three applicants. That accounts for \$3500 in scholarship funds for this year. **The recommendation was approved by all on the call.**
 2. It was suggested to setup an awards ceremony at each of the facilities.
- G. Good Practice Sharing (Patsy- absent)
- IV. Wrap-Up and Action Plans
- a. Renee resignation- Thanks

Next Board Meeting: Tuesday 2/16 8:30-9:30

Six River Committee Chairs:

Strategic Planning: Cynthia Griffith

Finance: Wanda Broerman

Program and Education: Jenny Murray

Healthcare Policy: Paul Labbe

Membership: Richard Kuertz

Communications: Greg Lyons

Professional Outreach: Kathy Good

CAGriffith@AtriumMedCenter.org

Wanda.L.Smith_Broerman@healthall.com

Jennifer.Murray@ChildLab.com

paul.r.labbe@questdiagnostics.com

rkuertz1@its.jnj.com

Greg.P.Lyons@questdiagnostics.com

kathleen.good@cchmc.org