

Clinical Ligand Assay Society
Executive Board Meeting

Aug. 26-27 2006
The Crowne Plaza
Romulus, MI

L. Lindesay – NY Metro – Voting	M. Bon Homme – Crossroads – Non-Voting
J. Bauman – Education – Non-Voting	H. Park – Membership – Voting
K. Simkowski – Marketing – Non-Voting	D. Geiger – Pres. Elect – Voting
O. Wolfe – By-Laws – Non-Voting	D. McCann – Ex. Director – Non-Voting
S. Cernosek, Jr. – Past Pres. – Voting	N. Siegel – Pres. – Voting
W. Gilbert – Treas. – Voting	M. Courey – Secretary – Voting
Al Heal – Florida – Voting	D. Shaw – National Office – Non-Voting
R. Lawton – National Office – Non-Voting	

I. Presidents Welcome – N. Siegel

- A. President N. Siegel welcomed everyone and stated we have had a very good year. He appreciated everyone's help and he feels we have started to accomplish what we have set out to do. Bolster the membership and have an excellent meeting.
- B. He asked S. Cernosek to please read the results of the tellers meeting, which was held on Fri. the 25th of Aug.
 - i. We got a return of about 1/3rd of the membership. Based on the ballots M. Fleisher is our President-Elect, K. Simkowski is our Secretary, W. Gilbert is our Treasurer, and M. Bon Homme is our Member-At-Large.
 - ii. S. Cernosek thanked the Teller Committee for their help.

II. Secretary's Report – M. Courey

- A. Made sure everyone received a copy of both sets of minutes (Exe. Board & Annual Bus. Meeting).
- B. Asked if there were any comments or corrections.
 - i. Motion made by M. Courey to accept the minutes as written.
 - ii. 2nd by S. Cernosek
 - iii. All in favor.

III. Treasurers Report – W. Gilbert

- A. Please see attached report.
 - i. Two main shortages: Dues and International Meeting.
 - 1. **ACTION:** Send reminder letters to contributors.
 - 2. **ACTION:** Must have contributions by the end of Jan. 2007
 - ii. O. Wolfe suggested vendors pre-pay for booths.

IV. Executive Directors Report – D. McCann

- A. Mostly since May we have been focusing on the next meeting. Which we feel is enormously important.
- B. The El Conquistador has the "WOW" factor. It is exquisitely located and breath takingly beautiful.
- C. R. Dauphinais and D. Shaw have been working on updating Exhibitor Listings for the meeting.
- D. R. Dauphinais has the first commitment for Biotech Day.
- E. D. Shaw has been working hard on the CEU ACCENT Credits from the meeting.

- F. We have committed to have a booth at the 2007 AACC meeting in San Diego.
- G. We got in 4 manuscripts from our 2006 International Meeting.
- H. Our preliminary program is on the CLAS website.
- I. We have been getting a lot of good comments about our website.
- J. We met the President of the Med. Tech. Association of Puerto Rico at the AACC meeting. She offered for us to have a booth at their meeting in Nov. and they will have one at our meeting in May. So we will be going down around the 11th of Nov.
- K. We met other great contacts at the AACC meeting. We will definitely be following up with them.
 - i. **ACTION:** Everyone think about whom you know and can approach about selecting something from our Sponsorship Opportunities list.
 - ii. **ACTION:** S. Cernosek – Marketing letters should also go out to current members.
 - iii. **ACTION:** Get feed back from D. Rhoads; he does both the AACC and CLAS meetings. Can he offer suggestions?

V. Publications Report – D. Geiger

- A. F. Kiechle (editor) was at the Pubs. Meeting. Everyone should have received his or her Winter 2005 Journal this week. After that we will be looking for 29:1 by the end of Sept. followed closely by 29:2.
- B. We are urging everyone to submit a paper as well as getting his or her colleagues to submit either a paper, be a guest editor, or a case study.
- C. There is a size requirement for the Journal. Write as long of an article as you want.
- D. N. Siegel has offered to be a guest editor on Food Technology.
- E. I will ask G. Parsons about possible being a Guest Editor on Nanotechnologies.
- F. D. Geiger thanked O. Wolfe for breathing life back into the CLAS Newsletter. She has agreed to take over and hopes to have it out by the end of Sept.
- G. S. Levinson does the book reviews.
 - i. **ACTION:** Send A. Chase the Manuscripts. (Done)
 - ii. **ACTION:** Last 4-5 years JCLA Themes & Guest Editors. (see attached)
 - iii. **ACTION:** Exhibitors & presenters list for last 4-5 years. (see attached)
 - iv. **ACTION:** Award monies given out over the last 4-5 years. (see attached)
 - v. **ACTION:** Editorial Board meet at the end of Jan. 2007
 - vi. **ACTION:** Get with Diana from PGxL or R. Valdes about a book for review.
 - vii. **ACTION:** Break down where JCLA's go. (current 2006: 234 members, 23 Libraries, 2 Individual sub-scribers)
 - viii. **ACTION:** Get S. Cernosek a list of the 2006 meeting contributors. (D. McCann gave to him at the board meeting.)

VI. Budget 2006/2007 – W. Gilbert

- A. Please see attached report.
- B. S. Cernosek moved to accept proposed budget.
- C. 2nd by H. Park
- D. All in favor.

VII. 2006 International Meeting – O. Wolfe

- A. Please see attached report.
- B. D. Shaw informed the board that she was working on the speaker evaluations, and most got very high scores from the participants. M. Murphy got all 5's.
- C. N. Siegel thanked O. Wolfe for being the meeting chair and everyone applauded and concurred.
 - i. **ACTION:** O. Wolfe asked D. Shaw to get the list of speakers and their scores to her when she was finished compiling them.

VIII. 2007 International Meeting – D. McCann

- A. D. McCann – I could go on talking about the El Conquistador forever.
- B. J. Wittliff sent me the names of 20 Medical Schools in the Caribbean all of which need to be contacted.
- C. They are all relatively close to Puerto Rico, and we should be able to draw some attendees.
- D. We still need exhibitors and companies for Biotech Day.
- E. Everyone should have the preliminary brochure.
- F. E. Diamandis has his clinical omics pretty well put together.
- G. We are going to have to lean on the awards people.
- H. We hope to have the early bird program together and out by the end of Sept.
- I. There is a slot for Certification however, it needs to be marketed.
 - i. **ACTION:** Advertise the certification in the newsletter, Journal, and on the website.
- J. D. Shaw thanked S. Cernosek for getting the meeting information on the website so promptly. S. Cernosek stated the office sends the information in a format that is easy to transfer to the web site and get the information on there quickly. However, he will be out of town the middle of Sept., so there may be a delay during that time frame.
- K. O. Wolfe wants the minutes to reflect that S. Cernosek is our volunteer Web Master and has done an excellent job. And we all thank him sincerely.

IX. Chapter Presidents Reports

A. At-Large: L. Lindesay

- i. L. Lindesay stated this was her last meeting. She enjoyed working with the board.
- ii. She would like to invite all the At-Large members on the east coast to the N.Y. Metro meeting.
- iii. She received a listing from R. Lawton at the National Office and sent out a mailing to verify members and update the listing.

B. Florida: M. Courey

- i. Fl. has been very active enabling the Certification Board to conduct its work.

C. Midwest: D. McCann/D. Shaw

- i. It has been totally inactive.
- ii. D. Ferry and C. Feldkamp did talk with D. Shaw at the AACC meeting and are going to get together and try and put on another annual meeting to let people know we are still here.

D. New England: E. Sigillo

- i. Please see attached report.

E. New York Metro: L. Lindesay

- i. In June they had a very good meeting.
- ii. S. Green is the out going President and J. Gourdet is the new President.

F. Southern California: S. Cernosek

- i. I am always very pleased that Southern CA. is put down as if it truly exists.
- ii. Looking at the list, it shrinks every time I look at it.
- iii. I have tried sending emails to people on the list, to see if there is any interest in doing anything. And I think that the reasons are commuting time. Primarily, people are not interested in meeting in the metro L.A. area. The AACC CA. chapters are also having issues getting people involved in their meeting.

G. Southwestern: H. Park

- i. 1/6th of our members were at the International Meeting (2 out of 12).
- ii. The majority of the people on the list are not in the Houston area and I don't have any contact with them.
- iii. It will continue that way until someone will step up to the plate and do some organization in the area.

X. By-Laws Report – O. Wolfe

- A. There have not been any by-laws changes, however together with W. Gilbert, I am going to look at the by-laws. There may be some things that may need changing.
- B. We need to look at them in light of 2006-2007. Some of the issues really need to be updated.
 - i. **ACTION:** O. Wolfe asks everyone to look at them and send her your comments and/or suggestions.

XI. Awards Committee – M. Fleisher (not present)

- A. D. McCann – did anyone ask M. Fleisher for a report?
- B. N. Siegel will email M. Fleisher about report.

XII. Certification – Al Heal

- A. A motion was made to:
 - i. Grandfather Qualification – Include individuals with a 2 yr degree in Biological Science and ½ time employment in a molecular lab for 7 years.
 - ii. Application fee for exam to be \$225 and a \$75 fee to retake the exam. Only one retake allowed after which a new application is required.
 - iii. 20 hrs. of CME credits required every 2 years with 10 hrs. in Molecular Biology (50 min. class = 1 hr.) Documentation required. Honor system used with random audit – audit failure would result in inactive status for 2 yrs. Until CME's are up to date.
 - iv. Fee to keep certification active would be \$40 every 2 yrs.
 - v. Motion by M. Courey
 - vi. 2nd by D. Geiger
 - vii. All in favor
- B. This motion affects only the new Molecular Biology Certification
- C. The grandfather clause will be in effect for 1 yr. after the test is offered.
- D. **ACTION:** Exam must be marketed.
- E. Written motion is attached to minutes.

XIII. Membership – H. Park

- A. See attached report
- B. Suggestions from Membership Marketing:
 - i. Set up a conference call with committee members to help keep members involved.
 - ii. H. Park thanked O. Wolfe for working so hard on membership
 - iii. M. Bon Homme – Give free memberships
 - iv. O. Wolfe – Members sponsor new members especially students.
 - v. H. Park suggested committee members have specific jobs i.e. contacting meeting attendees.
 - vi. D. McCann – we should make a push for past Distinguished Scientists.
 - vii. Make some sort of script for members to use when discussing the Society
 - viii. H. Park – Forensic Diagnostics is an untapped market
 - ix. What is CLAS, what are we selling?
 - 1. Scientific Expertise
 - 2. Mentoring
 - 3. Networking
 - 4. Professional & Personal development
 - 5. A place to find and discuss new technology
- C. **ACTION:** Get At-Large membership mailing labels to M. Bon Homme (done)
- D. **ACTION:** H. Park to send her files and reports from the last year to the incoming chairman
- E. S. Cernosek – suggested using personal stories to print about actual networking, benefits, and profits from being a member and participating in CLAS.

XIV. Old/New Business – S. Cernosek

- A. Email issues – to try and get CLAS emailings out, use the BCC in an email, so it won't be viewed as SPAM
- B. And put the sender (CLAS) in your email address book
- C. D. Geiger – suggested checking into surveymonkey.com for future feedback surveys.

XV. Turn Presidency over to D. Geiger – N. Siegel

- A. N. Siegel thanked everyone again for a great year.
- B. Presented D. Geiger with her gavel.
- C. D. Geiger thanked everyone, and is looking forward to a wonderful and productive year.
- D. Appointed for the following committee chairs:
 - i. By-Laws – O. Wolfe
 - ii. Long Range Planning – Nate Lawrence
 - iii. Finance – K. Aziz
 - iv. Membership – B. Cook
- E. Moved by W. Gilbert
- F. 2nd by N. Siegel
- G. All in favor

XVI: Next Board Meeting: Under Review

Current dates Nov. 4-5, 2006