

**SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS**  
**2009 BOARD OF DIRECTORS POST-MEETING AGENDA**  
**RENO, NV SILVER LEGACY**  
**26 MAR 2009**

1. Call to Order: The meeting was called to order by the Society Treasurer, Maj Marybeth Luna at 1705.

2. **Members Present:**

Officers:

Maj Marybeth Luna, BSC, USAF, Treasurer

LT Adrian Gaskin, MSC, USN, Secretary

Members-At-Large:

LCDR Sharon West, MSC, USN, Navy Member-At-Large

LT Leslie Councilor, MSC, USN, Navy Member-At-Large

MAJ James Lee, MS, USA, Army Member-At-Large

CPT Anne Sterling, MS, USA, Army Member-At-Large

Capt Kathryn Shaw, BSC, USAF, Air Force Member-At-Large

Capt Donna Fox, BSC, USAF, Air Force Member-At-Large

Voting Members:

Col Steven A. Wilson, BSC, USAF, Consultant

CAPT Larry Ciorolorito, MSC, USN, Vice President

Non-Voting Board Members:

CAPT Mike Finch, MSC, USN, Webmaster

COL Danny Deuter, MS, USA, Historian

LTC Helen Viscount, MS, USA, President Elect

LtCol Brian Casleton, BSC, USAF, Past President

LTC Michael Lopatka, MS, USA, Past Vice President

Maj Jeannette Watterson, BSC, USAF, Exhibits/Vendors

LTC Paul Mann, MS, USA, Scope Editor

LCDR Aaron Harding, MSC, USN, PACE

**Members Absent:**

CAPT Christine Howe, MSC, USN, President

Lt Col Norman Fox, BSC, USAF, Vice President

COL William Boisvert, MS, USA, Consultant

LTC Brian Kendall, MC, USAF, Air Force Ex-Officio

LTC Donald Taillon, MC, USA, Army Ex-Officio

CDR Dave Larson, MC, USN, Navy Pathology Ex-Officio

LtCol Dale Selby, BSC, USAF, Air Force Pathology Ex-Officio

MSgt Malynda Emerson, USAF, Enlisted Member-At-Large

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3. **Introductions:** The meeting was held at the Silver Legacy Resort in Reno, NV. Maj Luna and LT Gaskin welcomed everyone to the meeting and introductions were made.
4. **Minutes of the Previous Meeting:** Pre SAFMLS Board of Directors meeting and Business Meeting minutes will be sent electronically to all members for review following the meeting. Minutes were approved as submitted.
5. **Treasurer's Report:** The Treasurer's report was audited on 25 Mar 09. No issues were noted. The Treasurer will send the audit for distribution. Motion was approved to give Visa gift cards to the winners of the coin design. Since there were two submissions, two \$25 gift cards will be purchased and sent via mail to both submitters. For the mid-year meeting, OCONUS voting members will not be funded. Funding will be available for Core members. Report was approved as submitted.
6. **Secretary's Report:** Total Active Members: 566 Breakdown is as follows:  
Officers: 427 Enlisted: 104 Civilians: 29  
Army: 269 Air Force: 184 Navy: 76 PHS: 8 Reserves: 6 (1 AF, 2A, 3N)  
Report was approved as written.
7. **New Applicant Review:** 8 New Applicants were reviewed and approved. Report was approved as written.
8. **2009 SAFMLS Planning Committee Final Review:** Overall, the Annual Meeting was successful. Noted discrepancy: a sign was not printed for the Silver Legacy as a "Sponsored Break." The 2010 Planning Committee should ensure that signs are made for all sponsored breaks.
9. **OLD BUSINESS:**
  - a. Registration Fees/ Membership Dues (\$20) – A suggestion was made to charge a \$25 registration fee to each member and non-member at the annual meeting beginning in 2009. By-Laws do not specify that a registration fee can not be charged. The Board approved a \$20 registration fee effective 2009. Motion was passed and approved to have the annual dues will remain at \$20. (CLOSED)
10. **NEW BUSINESS:**
  - a. Authorized Account Signers – Maj Luna suggested that the President should not be an authorized signer as the term is only one year long. The authorized signer should be a board member who serves a three (3) year term. A motion was brought to approve this suggestion. (CLOSED)

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**10. NEW BUSINESS (cont.):**

b. PACE Forms and Documents – LCDR Harding recommended a cost evaluation for printing PACE forms. The Board decided to discuss this issue at the mid-year meeting. Questions include: Can the funding come from the Society? The PACE Coordinator needs approval for the printing costs. (OPEN, LCDR Harding)

c. PACE Credit for Posters and Boards – LCDR Harding posed the following questions: Can we give PACE credits for members reviewing posters and boards? The PACE credits should be given for one hour poster review and two hour review for vendors, possibly. Authors will need to submit their poster reviewing information for PACE credits. This process will need documentation if it is implemented. In addition, standard formats for abstracts need to be created. The format will need to be saved electronically. (OPEN, LCDR Harding)

d. Enlisted Posters and Abstracts. Enlisted members should have their own category for poster competition as not to compete with Officers. Enlisted members should be put in a different category. Proposal made to speak to Enlisted Member – MSGT Emerson. (OPEN, LCDR Harding)

e. Tri-Service Laboratory Network (Lab Information Clearinghouse idea/initiative) - Central Data Repository via the Internet. The SAFMLS website can be used to place information and hyperlinks on topics or websites that could provide information to laboratorians at Medical Treatment Facilities and in the field. The Repository can also be a source for members to use if they have a lab question. The question or request can be placed on the SAFMLS website. Subcommittee needed to confirm submissions to put on website or assist in answering questions. Some websites, to be placed on SAFMLS website, can be Theater specific. A three (3) year committee will need to be established to manage the site. Services that have a website can send their link to the committee or COL Wilson for initial review to be placed on the SAFMLS website. There was a motion to add links to the SAFMLS website and forward this information to the board members for review. (OPEN)

f. 2010 Annual Meeting San Diego – The following questions were presented without resolution:

- Will we allow open attendance from area hospitals and clinics?
- Will we charge for the exhibits?
- Perhaps the vendors will pay more to compensate additional costs.
- San Diego could be a pilot site for future open attendances.
- Will we charge civilians the \$20 registration fee for workshops?
- Perhaps we could start by allowing open attendance for the exhibits and then move onto workshops.

(OPEN)

g. Non-Elected Members – Maj Luna asked board current appointed members to continue their roles. LCDR Harding will continue as the PACE coordinator and COL Deuter will continue as the Historian. (CLOSED)

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**10. NEW BUSINESS (cont.):**

h. SCOPE – The Board reviewed questions posed during the conference. One of the questions was, “Why Do We Mail the Scope?”

- The Scope is mailed because members and non-members do not go to the website.
- The Scope is a “tangible”; physical piece of why people are members.
- The board will continue to mail the Scope.
- The Scope and Continuing Education: Should we have a Writer’s Award? Should the articles have a peer review? There was a move to have a Writer’s Award. The motion was approved. (OPEN, LTC Mann)

i. On-Line Registration – The Society needs to own this process. This will allow the Society to control the process. The board will need to review a cost of a purchased registration program. The purchased registration can be tested at the mid-year meeting if purchased. (OPEN)

j. Silver Legacy proposal for 2014 Annual Meeting Conference --

- Proposal given to the board by Silver Legacy for consideration of the 2014 conference.
- 2014 date for the last week of March.
- 15 room upgrades.
- 15 deluxe rooms.
- 1 hospitality suite.
- Avoids Easter/Passover time frames.
- Includes continental breakfast.
- Health club access included.
- 2 bedroom suites.
- Reno Convention Center will be used for exhibits.
- The hotel will pay the \$12,600 to use the Convention Center.
- Silver Legacy will be renovated Fall 2010 – Spring 2011.
- Possible \$5 fee for internet usage.

11. With no further business, the meeting was adjourned at 1815.

Respectfully submitted,

// Original Signed //

ADRIAN D. GASKIN, LT, MSC, USN  
Secretary