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PRESIDENT'S MESSAGE Kathy Shingleton, CHP

It is rare that our membership has the opportunity to serve our country in as visible a manner as we have had since the tragic earthquake and tsunami in Japan, which was followed by extended and changing problems at their Fukushima Nuclear Power Plant. Amidst the less-than-scientific information initially promulgated by the media, I heard several excellent radio interviews with CHPs; I have also been pleased to provide web and newspaper reporters with the HPS's weblink, which contains excellent supporting information regarding the Fukushima situation. In addition, innumerable CHPs and HPs (notably in the government sector: NRC, DOE, EPA, States) have spent countless hours supporting their organization's mission in support of the evolving situation in Japan, as have CHPs and HPs in the educational sectors (where the media clearly perceives 'professors' as being smart, yet neutral). My thanks to all who have contributed in this time of national concern; the importance of our profession is clearly recognized by many who previously might not have even known we existed.



The aftermath of this event will be critical as our country reconsiders the wisdom of the 'nuclear renaissance', and our membership can continue to play a critical role by disseminating factually accurate, understandable information to both the public and the policy makers. Personally, I think the fact that a nuclear power plant could withstand a magnitude 9 earthquake and then a massive tsunami to be a credit to the safety of nuclear power. That said, lessons learned from Fukushima will clearly make our power plants safer, particularly in

regards to extended loss of power and management of spent nuclear fuel. (Maybe the public will finally accept that it is safer to bury it in a designated location than to keep it onsite for years on end. We can hope!)

Closer to home, there are three important things you should be aware of:

1. Dick Burk, Executive Secretary of the HPS and the Academy, announced his retirement effective at the end of the 2011 annual HPS meeting. Dick has been with the Academy since our beginning, and my sense is that, particularly in the early years, he did a lot of work for us out of the goodness of his heart and in belief in the importance of our goals. I will miss his wisdom, insight, and kindness, but am glad that he is taking the time to enjoy family and friends. Brett Burk of Burk and Associates is the new Executive Secretary of the HPS. Please join me in extending heartfelt congratulations to Dick and his family.
2. Nancy Johnson, our ever-faithful Program Director at Burk and Associates, is our new Executive Secretary. I couldn't be more pleased, as Nancy has been the long-term force behind the scenes that ensures the Certification Exam Process continues seamlessly, and the business of the Academy gets taken care of, in spite of annual

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changes in our elected officers. Never has a promotion been more deserved. Congratulations, Nancy!

3. The Academy remains on solid financial footing, thanks to the ongoing attention and support of our Finance Committee and Investment Manager.

I encourage you to attend the 2011 annual HPS meeting

in West Palm Beach, Florida, where Past-President Paul Stansbury will host the Tuesday Academy Session entitled, "Radiation Protection: How Did We Get Here and Where Should We Have Gone?" Our awards luncheon recognizing the new CHPs will be held that day (for a bargain price of \$10), and the business meeting will follow at 5 pm. I look forward to seeing you there.

AMERICAN ACADEMY OF HEALTH PHYSICS EXECUTIVE COMMITTEE

Minutes of February 6, 2011 Charleston, South Carolina

1.0 Call to Order

The meeting was called to order on February 6, 2011 in Charleston, South Carolina, by President Stansbury at 9:00 am.

2.0 Welcome to Members and Guests

AAHP Position or Affiliation:

Paul Stansbury – President
Kathy Shingleton – President-Elect
John Frazier – President-Elect designate
Ray Johnson – Treasurer
Drew Thatcher – Treasurer-Elect
Ken Krieger – Secretary
Jay Maisler – Director
Gloria Mei – Director
Kent Lambert – ABHP Chair
Jim Willison – Continuing Education Committee Chair
Nancy Johnson - Secretariat-Program Director/AAHP Executive Secretary

3.0 Discussion and Approval of Agenda

The meeting agenda and handout packet had been distributed electronically to the Executive Committee in advance of the meeting.

Acting Parliamentarian Jay Maisler reported that a quorum was established.

4.0 Approval of Minutes of July 2010 Meeting

The meeting minutes from the Executive Committee meeting held in July 2010 were accepted as amended.

5.0 Reports of 2010 Officers

5.1 President's Report (Paul Stansbury)

Paul summarized his written report which had been included in the meeting packet. Of particular interest, Paul mentioned the following:

- ✓ Initiated a discussion about shortening the summer AAHP meeting from one-and-a-half days to one day. Better communications between meetings (typically, via e-mail) can reduce the need to extend meetings; will be discussed as new business in section 12.1.
- ✓ Sent a letter to the AAPM regarding the inclusion of CHPs in the process of becoming Medical Health Physicists. Item will be covered in section 11.2.
- ✓ HPS, along with AIHA, got the wording changed in a Michigan proposed law that would have had CHPs and CIHs reporting to Sanitarians.
- ✓ Sent a letter to the inactive members of AAHP. A survey was included to determine why they had not renewed, results not yet available. Topic will be discussed in Section 11.4.
- ✓ Initiated a discussion about redefining the requirements for emeritus status; topic will be discussed in Section 12.2
- ✓ President Stansbury will attend an IRPA conference immediately following the HPS meeting in Charleston, SC. The meeting is focused on the international radiation protection culture; a report will be provided at the annual meeting.
- ✓ The Academy was asked to comment on the new NCRP report "Application of Fundamental Radiation Protection Principles and Practices in the Development and Deployment of Ionizing Radiation Systems for the Detection of Materials that could represent a Terrorist Threat to Public Health." No

one replied so President Stansbury replied to the request.

- ✓ President Stansbury commented on the special session planned for the summer meeting in West Palm Beach, FL; topic will be discussed in Section 12.6.

5.2 **President-Elect** (Kathy Shingleton)

Kathy summarized her written report which had been included in the meeting packet. Of particular interest, Kathy mentioned the following:

- ✓ Submitted an article for CHP news about AAHP membership.
- ✓ Revised the GTTK document for President –Elect and submitted it for EC comment.
- ✓ Wrote thank you/congrats letters to AAHP committee chair.
- ✓ Made recommendation to Continuing Education chair for an AAHP course.
- ✓ Worked with President Stansbury and Nancy Johnson on letter and questionnaire for inactive CHPs

5.3 **Past President** (Rich Vetter)

No report was submitted.

5.4 **Secretary** (Ken Krieger)

No report was submitted.

5.5 **Treasurer** (Ray Johnson)

Ray summarized his written Report of Treasurer's Activities since the Albuquerque, NM, meeting which had been included in the meeting packet. Of particular interest, Ray mentioned the following:

- ✓ Overall long- and intermediate-term investments were up in value since May 31, 2010.
- ✓ Treasurer asks the EC for a letter of commendation for the Investment Manger; topic will be discussed in Section 12.8.
- ✓ Ray noted that, according to AAHP guidelines, the Academy is over invested in long-term funds and under-invested in short term funds. The Finance Committee will review and submit a recommendation following their spring meeting. Short-term investments may be evened out by the recent income not taken into account, but the situation still needs to be looked at.
- ✓ It was noted that 'Thanks' is to be given to Cheryl Bikowski, Nancy Johnson, Nguyen Phan, and Tiffany for their consistently high support to the Academy's financial management.
- ✓ Since in the last several years the Academy has operated with a budget deficit, some funds may need

to be converted to the operating account; the Finance Committee will review this during the spring meeting.

- ✓ The Finance Committee will review the anticipated income from the continuing education classes.
- ✓ The Treasurer will submit a revised report with up-to-date numbers to the Secretariat .

5.6 **Parliamentarian** (Steve Rima)

Steve was not present, but his written report which had been included in the meeting packet indicated the following:

- ✓ Reviewed and updated all of the files for the Parliamentarian.
- ✓ Sent a file to the webmaster so they could update the website.
- ✓ Jim Willison stated that he did not get the files and will contact Steve to see if he can get files for the website.

6.0 **Installation of New Officers**

Following acceptance of the Officers' report, President Stansbury expressed his appreciation for the support of the Executive Committee and Nancy Johnson. Then he inducted the new officers with a tap of the gavel.

6.1 **New Officers**

The new officers that took office during this meeting are:

- ✓ President - Kathy Shingleton
- ✓ President-Elect – John Frazier
- ✓ Treasurer – Drew Thatcher
- ✓ Director – Gloria Mei
- ✓ Executive Secretary of Academy – Nancy Johnson

President Shingleton began her tenure by noting that Dick Burk, Executive Secretary of the HPS and the AAHP, had notified her of his impending retirement. He proposed naming Nancy Johnson as the new AAHP Executive Secretary, noting that Nancy has been essentially providing this function for many years; the EC indicated its overwhelming approval of this proposal and warmly applauded Nancy's new title and responsibilities. The following motion was made to ensure all the paperwork was taken care of.

6.2 **Election of a Parliamentarian** (Kathy Shingleton)

President Shingleton noted that Steve Rima is the outgoing Parliamentarian and needed to be replaced; she opened the floor for nominations. Jay Maisler had previously expressed interest in the position and Past-President Stansbury nominated him. No other members

of the EC expressed interest in the position, so the EC elected Jay as the new Parliamentarian.

President Shingleton noted that Steve had done an exemplary job as Parliamentarian, reviewing previous EC notes to ensure each SOP and GTTK document was updated as indicated in the EC meeting. The latest versions of SOPs and GTTK documents will be sent to Jim Willison to ensure they are posted on the web.

7.0 Committee Correspondence and Reports

7.1 Appeals Committee (Greg Hall)

No report was submitted by the Appeals Committee; it was also noted that no appeals were submitted since the last meeting.

7.2 Continuing Education Committee (Jim Willison)

Jim summarized his written report which had been included in the meeting packet.

- ✓ Two AAHP classes were held during the Charleston, SC, midyear meeting.
- ✓ Two classes are scheduled for the West Palm Beach 2011 annual meeting.
- ✓ Review of the Continuing Education approval procedures, are the procedures equal for all classes and courses. This topic will be discussed in Section 12.4.
- ✓ Request of change to the CEC for academic classes. There is a significant difference in number of CEC for course as opposed to academic classes.

7.3 Exam Site Selection Committee (April Chance)

No report was submitted by the Site Selection Committee. Executive Secretary Johnson noted that the Site Selection Committee has functioned well and will review the sites needed for the 2011 exam, based on the geographical distribution of the applicant pool.

7.4 Finance Committee (Ray Johnson)

The Finance Committee has had no activity since last Executive Committee meeting.

7.5 Nominating Committee (Earl Fordham)

The written Nominating Committee report included the following:

- ✓ The candidates for the 2011 AAHP Ballot are:
President-Elect: Cheryl Olson & Ray Johnson
Secretary: Jeffery Brunette & Tom LaVake
Director: Kyle Kleinhans & Michael Brooks

The Nominating Committee is also working on finding candidates for open ABHP positions and finding a nomination for the Joyce P. Davis award.

7.6 Professional Development Committee (Mike Davidson)

The Professional Development Committee conducts the annual salary survey, but noted that there is a relatively low participation rate. The EC discussed the overall value of the salary survey and things that might increase CHP participation in the survey. It was noted that the introduction of the salary survey could be reworded to make it more apparent that participation in the salary survey is to everyone's benefit.

7.7 Professional Standards & Ethics Committee (Ruth McBurney)

There were no complaints referred to the Professional Standards and Ethics Committee during the reporting period.

The committee issued a call for nominations for the Joyce P. Davis memorial award.

7.8 Title Protection/Professional Recognition Committee (Tom Buhl)

Tom Buhl was not present but provided a written report. The Title Protection Committee was successful, with the cooperation of the AIHA, in getting the wording changed in a proposed bill in Michigan which would have otherwise required HPs, CHPS, IHs, and CIHs to work under a licensed Sanitarian.

7.9 Liaisons' Reports

7.9.1 ABMP (Dean Broga/Michael Erdman/ Michael Sheetz)

The ABMP report was discussed in section 12.5.

7.9.2 CRCPD (Earl Fordham)

No report was submitted.

7.9.3 Health Physics Society (Liz Brackett)

No report was submitted.

7.9.4 NRRPT (Dave Tucker)

No report was submitted.

8.0 Reports from the Editor & Webmaster

8.1 Newsletter Editor (Kyle Kleinhans)

Editor Kleinhans noted that the volume of material submitted for the CHP Corner is good.

8.2 Webmaster (Scott Medling)

No report was submitted.

The EC commented that the AAHP website was very useful and noted it would be helpful to have an 'Executive Council Only' folder on the AAHP webpage for Word files that require routine updates (e.g., the SOPs and GTTK documents).

Jim Willison said to send him anything that needs to be updated on the webpage.

9.0 Report of the American Board of Health Physics (Kent Lambert)

Kent Lambert submitted a written report. Highlights are as follows:

- ✓ Review and discussion of the 2010 Part I and Part II Exams:
 - 52 out of 122 applicants passed Part I.
 - 26 out of 82 applicants passed Part II.
- ✓ Discussion of the ABHP Procedures Manual changes:
 - Policy manual vs. procedure manual. A discussion about which manual needed AAHP approval of changes for vs. ABHP approval.
 - Sale of Part II questions (and the prohibition thereof) was discussed.
 - Wording in the Procedures Manual was changed for people that have recently served on panels. The new words are to the effect of, "Panel member who take part in an exam preparation will not participate in an exam preparation course for 5 years after leaving the panel."
 - McAdams award wording was changed

Other ABHP issues were discussed:

- ✓ Policies need to be reviewed and may need to be changed in regard to the NRC's interpretation of prerequisites for applicants.
- ✓ ABHP is not going to pursue ABET accreditation because the effort needed to get certification is not worth the return.
- ✓ A conflict was found between the ABHP and the AAHP bylaws regarding whether or not ABHP procedures need to be approved by AAHP. A motion was passed to clarify that AAHP approval is not needed for ABHP procedure changes.

10.0 Report of the Secretariat (Nancy Johnson)

Nancy Johnson submitted a written report and highlighted the following actions she accomplished:

- ✓ Participated in the Part II grading process.
- ✓ Processed recertification and CEC applications.
- ✓ Prepared and mailed 2010 maintenance envelopes

and letters to new board members.

- ✓ Provided articles to CHP corner.
- ✓ Prepared and distributed ABHP and AAHP meeting agenda packets.
- ✓ Provided CHP statistics.
- ✓ Provided updated rosters.

11.0 Old Business

11.1 Revised GTTK for President elect (Kathy Shingleton)

Kathy Shingleton revised and submitted the new GTTK for President-elect; item closed.

11.2 Letter to AAPM regarding hospital medical HP positions (Paul Stansbury)

Letter was sent to AAPM; item closed.

11.3 Secretariat will send Stansbury previous letter to Inactive CHPs (Nancy Johnson)

Letter was sent; item closed.

11.4 Letter to Inactive CHPs (Paul Stansbury)

Letter was reviewed and revised; item closed.

11.5 Shingleton to review CHP renewal letter (Kathy Shingleton)

Letter was reviewed and revised; item closed.

11.6 Review SOPs on website for currency (Steve Rima)

SOPs on AAHP webpage were reviewed and newest ones were posted; item closed.

11.7 Notify proper committees regarding posting of award winners (Paul Stansbury)

Panel sent letter to committee; item closed.

11.8 Generate article for CHP corner asking for course topics (Jim Willison)

Article was generated and committee is reviewing course applications; item closed.

11.9 Submit suggestions for CHP courses to Willison (All EC Members)

Members are encouraged to submit topics for AAHP courses- item OPEN.

11.10 AAHP EC E-ballot results (Ray Johnson)

A motion passed reaffirming the use of electronic election ballots.

12.0 New Business

12.1 June 2011 meeting dates (Paul Stansbury)

Past-president Stansbury introduced a discussion about whether the summer EC meeting should take place on a single day (Sunday before the annual meeting) rather a day and a half (Saturday afternoon and all day Sunday). The general consensus was that, with the increased communication that takes place between AAHP meeting (primarily via e-mail), and with EC members coming to the meeting prepared (i.e., having read the agenda packet), that business can be successfully completed in one day.

12.2 Changes in Emeritus Status Requirements (Paul Stansbury)

Past-president Stansbury introduced a discussion about the ABHP definition of Emeritus status, noting that it excludes CHPs that have changed professions (e.g., becoming a teacher) and do not meet the requirements of practicing health physics 25% or more of the time. It was pointed out that it would be mutually beneficial to maintain such individuals as Emeritus members.

12.3 Revised GTTK 6.2.7 Parliamentarian (see agenda item 5.6) (Steve Rima)

GTTK was revised – Item closed.

12.4 Revised SOP 2.2.2: Assigning CECs (see agenda item 7.2) (Jim Willison)

Discussion of CECs given for courses and classes. Are the procedures equal for all courses when they are reviewed?

Discussion on number of CECs given for academic courses. There is a great difference between CECs given for course vs. academic classes. The discussion was should they be the same, closer in number, or the way they are now.

12.5 Approval of ABMP Liaison (see agenda item 7.9) (Kathy Shingleton)

Mike Sheetz was approved as ABMP Liaison.

12.6 Academy Special session in West Palm Beach

(Kathy Shingleton) **Shingleton**

Past-president Stansbury’s idea for the special session for West Palm Beach meeting is, “Radiation Protection: How did we get here and where should we have gone?”

12.7 Continuing Education issues (Jim Willison)

It was noted that the AAHP courses were printed in the preliminary program of the HPS meeting but not in the final program. It will be investigated to have the AAHP Courses included on final program as well.

12.8 Letter to Financial advisor (Ray Johnson)

Past-Treasurer Johnson pointed out that the AAHP financial advisor has done ~~Stansbury~~ **Stansbury** very better than market relative to managing the AAHP funds during these past turbulent years. He requested the EC send the financial advisor a letter of commendation noting our appreciation of his successful efforts. President Shingleton requested Past-Treasurer Johnson to draft the letter for her signature.

12.9 ABHP certification preparation courses (Paul Stansbury)

There was lively discussion on the ~~Rima~~ **Rima** topic of how people putting on CHP preparation courses know if they are teaching relevant topics, given that the exam bank has been closed for several years. Some EC members (who had recently been involved in ~~WHH~~ **WHH** activities) thought the guidance currently available was sufficient. Other EC members (particularly those who participate in Exam Prep Courses and have not seen an exam since the exam bank was closed) found the available guidance too vague to be useful for their purposes.

President Shingleton asked the EC to think more about the issue and try to come up with solution sets that protect the integrity of the exam while providing test-takers and exam prep instructors with information that would be useful in focusing their study efforts.

Shingleton

12.0 Adjournment

A motion was made to adjourn the meeting until June 26, 2011 in West Palm Beach, FL.

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NOTE: Term expires at the end of the year indicated.

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AMERICAN ACADEMY OF HEALTH PHYSICS

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