



American Academy of Health Physics American Board of Health Physics

N · E · W · S

PRESIDENT'S MESSAGE

John Frazier, CHP

President of the American Academy of Health Physics

As we approach the half-way point of 2012, I am pleased to report that the operations of the Academy are running smoothly. Our main role is to advance the profession of health physics and encourage the highest standards of ethics and integrity of all CHPs; I believe we are doing this. Our support of the certification examination process administered by the ABHP is an essential part of our work. The ABHP, chaired this year by Gus Potter, is an excellent example of quality and efficiency for professional certification organizations. The finances of the Academy are stable – under the watchful eyes of Treasurer (Andrew Thatcher) and the Finance Committee. Thus far this year there have been no major issues to be addressed by Executive Committee, the Secretariat, the Appeals Committee, or the Professional Standards and Ethics Committee, and we are pleased with this.

The work of the Academy is performed by the Executive Secretary/Program Director (Nancy Johnson), the elected officers, and the six standing committees. The Exam Site Selection Committee (chaired by Janine Katanic) has been busy scheduling the locations and proctors for the 2012 Certification exam. Janine and her committee are always looking for volunteers to serve as exam proctors for future exams. The Continuing Education (CE) Committee (chaired by Jim Willison) evaluates and assigns credits for continuing education programs and organizes the 8-hour CE courses sponsored by the Academy at Midyear and Annual

meetings. This committee needs relevant topics and quality instructors for future Academy CE courses. The Nominating Committee (chaired by Steven King) is responsible for identifying and selecting candidates for each elective office of the Academy. Please contact Steven with your suggestions and recommendations for the next ballot.

Three committees that focus on professionalism of CHPs and recognition of our professionalism are the Professional Development Committee (chaired by Mike Davidson), the Professional Standards and Ethics Committee (chaired by Ruth McBurney), and the Title Protection/Professional Recognition Committee (chaired by Dan Mantooth). The roles and responsibilities of these (and all) committees are described on the Academy website, located at: <http://www.hps1.org/aahp/>



Committee service is a great opportunity to work with other CHPs to support the profession of health physics through the activities of the Academy. President-elect Ray Johnson is currently seeking volunteers to serve on the committees for 2013. Please contact Ray if you are willing to serve.

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I hope you will be able to attend the July 2012 annual meeting of the Health Physics Society in Sacramento, California. The venue, technical program, and continuing education sessions will provide CHPs a unique opportunity to increase/update our knowledge of a wide range of health physics topics.

On Tuesday, July 24, the Academy is sponsoring an all-day session on the topic "The National Ignition Facility: Bringing Star Power to Earth." Past-president Kathy Shingleton has scheduled ten technical papers by

outstanding authors who will address the engineering, safety, and health physics aspects of the National Ignition Facility. The annual Academy awards luncheon will be held at noon on Tuesday to recognize those who achieved ABHP certification in 2011, and the Academy Committee chairs and members who completed their service in February 2012. The Academy business meeting at 5:00 p.m. on July 24 will complete a busy day of activities for all CHPs. I hope to see you in Sacramento!

**AMERICAN ACADEMY OF HEALTH PHYSICS
EXECUTIVE COMMITTEE**

Minutes of February 5, 2012
Dallas, Texas

1.0 Call to Order

The meeting of the Executive Committee (EC) of the American Academy of Health Physics was called to order on February 5, 2012 in Dallas, TX by President Shingleton at 9:00 am.

2.0 Welcome to Members and Guests

AAHP Position or Affiliation:

- Kathy Shingleton – President
- John Frazier – President-elect
- Ray Johnson – President-elect designate
- Drew Thatcher – Treasurer
- Ken Krieger - Secretary
- Jeff Brunette – Secretary-elect
- Jay Maisler – Director
- Gloria Mei – Director
- Kyle Kleinhans – Director-elect / Newsletter editor
- Charles (Gus) Potter - ABHP Chair
- Daniel Mantooth – Title Protection Committee Chair
- Janine Katanic – Exam Site Committee Chair
- Ruth McBurney – Professional Standards & Ethics Committee Chair
- David Tucker - NRRPT liaison
- Mike Davidson – Professional Development Committee Chair
- Nancy Johnson – Secretariat-Program Director/AAHP Executive Secretary

3.0 Discussion and Approval of Agenda

The following topics were added /changed to the agenda as new or old business: CHP Corner and CHP News topic added as item 12.3.

Parliamentarian Jay Maisler reported a quorum was established.

4.0 Approval of Meeting Minutes

The minutes from the June 26, 2011 Executive Committee meeting were accepted.

5.0 Reports of 2011 Officers

5.1 President (Kathy Shingleton)

Highlights of report are as follows:

- ✓ Dues letters were sent to all members. Thank you letters for service were sent to exam site proctors
- ✓ Kent Lambert will represent HPS/AAHP and co-chair the IRPA Working Group; "IRPA Guiding Principles for Radiation Protection Professionals on Professional Qualification and Certification of Radiation Experts"
- ✓ Kent Lambert and Nancy Johnson dealt with non-certified individual who claimed affiliation

with the ABHP

- ✓ State of the AAHP article submitted to the CHP Newsletter editor
- ✓ Reviewed contract with Burk and Associates and recommended a routine update of the contract
- ✓ Established AAHP Special Session for the 2012 meeting in Sacramento
- ✓ Worked with the Ad Hoc Web Page Committee on enhancements. Report has been submitted
- ✓ Revised GTTK document for the president

5.2 President-Elect (John Frazier)

Highlights of the report are as follows:

- ✓ Andy Miller will serve as liaison between HPS and AAHP for 2012
- ✓ Submitted report to CHP Newsletter editor regarding appointments
- ✓ Communicated with 2012 Committee Chairs and will send letters to the chairs
- ✓ Reviewed and commented on letters of appreciation for CHP exam proctors, AAHP representative to IRPA, and non-certified individuals claiming affiliation with the ABHP
- ✓ Participated in website expansion discussions
- ✓ Communicated with CHP membership to encourage HPS membership for those who are not members
- ✓ Reviewed action items from prior meeting, agenda for current meeting, and notes and correspondences since prior meeting
- ✓ President-elect's GTTK document reviewed. No changes are needed

5.3 Past President (Paul Stansbury)

No report was submitted.

5.4 Secretary (Ken Krieger)

No report was submitted.

5.5 Treasurer (Drew Thatcher)

Highlights of the report are as follows:

- ✓ Monitored status of long term and intermediate term securities and reviewed performance of

the AAHP investment manager. Both long term and intermediate term securities have not performed well over the past two quarters with respect to our reference points. Treasurer will call or e-mail the fund manager as the required informal and formal discussion and will follow up with a letter to document the discussion

- ✓ May Finance Committee meeting will discuss whether short and intermediate term investments remain over 100% of the annual (expense) budget and actions necessary
- ✓ Reviewed current budget and a statement of financial position review from Carla McGarry and Associates LLC
- ✓ Treasurer's GTTK documents were revised and sent to the Parliamentarian

5.6 Parliamentarian (Jay Maisler)

No report submitted, but the following issues were discussed:

- ✓ Parliamentarian will e-mail reminders regarding timely review of SOP and GTTK documents and submission to the Executive Committee for approval
- ✓ Parliamentarian will maintain copies of Executive Session minutes

6.0 Installation of New Officers

6.1 New Officers

The new officers that took office during this meeting are:

John Frazier – President

Ray Johnson – President-elect

Kathy Shingleton – Past president

Jeff Brunette – Secretary

Ken Krieger – Director / Past Secretary

Kyle Kleinhans – Director

President Frazier thanked the outgoing Executive Committee members and Committee Chairs for their service. He also wished to remind outgoing Chairs and EC members as well as current members that they are invited to attend the AAHP/ABHP luncheon at the annual meeting in Sacramento.

7.0 Committee Correspondence and Reports

7.1 Appeals Committee (Penny Shamblin)

A report was submitted indicating there were no appeals since the previous report.

7.2 Continuing Education Committee (Jim Willison)

Highlights of the report are as follows:

- ✓ Approximately 160 requests for Continuing Education (CE) credits were evaluated
- ✓ Arranged for two AAHP courses at the Dallas mid-year meeting and have two courses lined up for the Sacramento meeting

Executive Secretary N. Johnson noted that a third AAHP course for the Sacramento meeting is nearly finalized

7.3 Exam Site Selection Committee (Janine Katanic)

A report was submitted indicating chair and membership changes. No other actions have been taken. The Committee appreciated the letters sent to site proctors by the AAHP.

7.4 Finance Committee (Ray Johnson)

- ✓ No meeting held since the last report to the EC.
- ✓ Assisted AAHP Treasurer in gaining access to academy investment reports through Wells Fargo.

7.5 Nominating Committee (Earl Fordham)

The Nominating Committee arranged for the following candidate pool for the 2012 AAHP elections:

President Elect: Regis Greenwood, Ed Bailey

Treasurer: Kelly Ausbrooks, Alex Boerner

Director: Dan Mantooth, Robert Morris

The Nominating Committee is also working on identifying candidates for the open ABHP positions

and finding nominations for the Joyce P. Davis award.

7.6 Professional Development Committee (Mike Davidson)

Highlights of the report are as follows:

- ✓ There has been no meeting since the annual meeting
- ✓ Submitted article to the CHP Newsletter editor
- ✓ The PDC will set up and attend the AAHP booth at the annual HPS meeting in Sacramento. The booth will not be set up at the mid-year meeting in Dallas
- ✓ Held discussions with PD and Continuing Education (CE) Committees regarding responsibilities for eliciting instructors for AAHP courses at annual and midyear meetings. The Executive Committee agreed that the CEC will continue to coordinate AAHP courses / instructors and assign CEC credits for attendance. The PDC is responsible for promoting and encouraging certification
- ✓ PDC requests that the AAHP web site be updated with current committee membership

7.7 Professional Standards & Ethics Committee (Ruth McBurney)

Highlights of the report are as follows:

- ✓ There were no complaints referred to the Professional Standards and Ethics Committee since the June 24, 2011 meeting
- ✓ The committee has issued a call for nominations for the Joyce P. Davis memorial award in the CHP Corner

7.8 Title Protection Committee (Tom Buhl)

Report was presented by incoming Committee Chair (D. Mantooth). Highlights of the report are as follows:

- ✓ AIHA liaison reports that he expects members of two state legislatures to be approached this session for title protection legislation
- ✓ Contacted by state legislator in Tennessee and obtained a favorable reception to possible title protection legislation

- ✓ Proposed sponsor of the Michigan bill (HP6205, SB1407) requiring CHPs in Michigan to work under licensed sanitarians agreed with the AIHA/AAHP and pulled the bill. Sponsor is now working on a bill that would exempt CHPs and HPs from the legislation

7.9 Liaisons and Representatives

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

No report was submitted

7.9.2 CRCPD (Earl Fordham)

No report was submitted, but Ruth McBurney summarized the following activities in which the CRCPD:

- ✓ Has posted a list of qualified physicists on their web site. The physicists listed are certified health and medical physicists
- ✓ Continues to work with the Centers for Disease Control (CDC) on coordination / development of radiological event medical reserve corps. Local HPS Chapters may be granted funds to promote the reserve corps
- ✓ Coordinated efforts with states regarding the recent Co-60 contaminated decorative tissue box covers that were imported into the country

7.9.3 HPS (Andy Miller)

No written report was submitted, but a verbal report was given. The Scottsdale Professional Development School topic will be medical and accelerator health physics

7.9.4 NRRPT (Dave Tucker)

No written report was submitted, but will submit report to the AAHP Secretary and Executive Secretary. Highlights of the verbal report presented are as follows:

- ✓ NRRPT is concerned with the passing rates in past year and is studying the issue
- ✓ NRRPT initiated a student membership program in an effort to encourage membership
- ✓ NRRPT established a Regulations and Standards Committee. The Committee will provide comments to pending regulations and

standards and will communicate items to membership

- ✓ NRRPT is also looking into establishing a Facebook page

7.10 Ad Hoc Committee on Website Enhancements (Kathy Shingleton)

The committee met via conference call and e-mail and recommends the following:

- ✓ Approve on-line dues payments using PayPal at no additional cost to members. The total cost to the AAHP would be approximately \$3,712
- ✓ Revise SOP 3.4.1, *Updating Rosters on Website*, to reflect monthly updates rather than annual. (This request was withdrawn because the SOP refers to the Executive Committee and Committee Chair membership rosters, not the general AAHP membership)
- ✓ Continue to explore methods for users to log CEC credits on-line

President Frazier extended the appointment of Past-President Shingleton as Chair and the existing members to continue their service through the Sacramento meeting. The Ad hoc committee will report the results of their explorations of on-line CEC tracking tools. The Executive Committee approved the on-line dues payment using PayPal with no additional cost to the member.

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.

GTTK Document for CHP News Editor was revised and submitted for approval.

8.2 Webmaster (Scott Medling)

No report was submitted.

9.0 Report of the American Board of Health Physics (Gus Potter)

Gus Potter submitted a written report. Highlights are as follows:

- ✓ Review and discussion of 2011 Part I and Part II Exams:

- 55 out of 142 candidates passed the Part I exam
- 41 out of 93 candidates passed the Part II exam
- ✓ Discussion of ABHP Policy Manual changes:
 - The ABHP modified their policy manual to clarify their relationship with the Council of Engineering and Science Specialty Boards
 - The Board proposes to forbid the presence of wireless devices including smart phones at the exam. Suggested changes were presented
- ✓ Fall board meeting conducted on Nov. 18-19, 2011
- ✓ The Executive Committee accepted the ABHP procedure changes related to the CESB relationship and forbidding the presence of wireless devices during the exam

11.0 Report of the Secretariat (Nancy Johnson)

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

- ✓ Prepared master list of questions answered by each Part II candidate
- ✓ Participated in the execution of Part II grading process
- ✓ Processed recertification applications
- ✓ Prepared and distributed 2011 maintenance fee mailing
- ✓ Prepared and distributed ABHP and AAHP meeting agenda packets and attended the meetings
- ✓ Provided articles and information to the CHP Newsletter editor
- ✓ Processed applications for the 2012 exam
- ✓ Prepared certificates and plaques for new CHPs

11.0 Old Business

11.1 Review, Compare, and Update SOP 1.2.1 w/2.5.3 (John Frazier / Earl Fordham)

Completed – SOPs were reviewed. No changes were necessary.

11.2 Recommendations re: responsibility for CE Courses (Jim Willison / Mike Davidson)

Completed - The Continuing Education Committee will continue to coordinate AAHP courses and instructors and assign CEC credits for attendance.

11.3 Send letter of thanks to exam proctors (Kathy Shingleton / Ray Johnson)

Completed - Discussed in section 5.1. Letters were sent.

11.4 Add letter of thanks to President's GTTK (Kathy Shingleton)

Completed - The President's GTTK documents were revised.

11.5 Include commendation letter to Abravalanel in Minutes (Ken Kreiger)

Completed - Included in summer meeting minutes.

11.6 Letter to PDC & Title Protection Committee regarding state issues on Medical Health Physics (Kent Lambert)

Paul Stansbury wrote a letter to the AAPM regarding the AAPM's legislative template that they were seeking to introduce to state legislatures. The PDC and TPC will work to determine whether the template includes language indicating that ABHP certification meets the requirements for licensure as a medical health physicist.

11.7 Newsletter article re: CHPs involvement in NCRP Working Groups (John Frazier)

President Frazier will write a newsletter article encouraging CHP involvement in NCRP Working Groups.

11.8 Evaluate amnesty for inactive CHPs; possibly modify recertification form (Kent Lambert)

Evaluations completed and issue is closed. Previously was decided that the only way for inactive CHPs to become active is to complete the normal recertification activation procedures. However, the recertification form has already been modified and simplified.

11.9 Help Paul Stansbury and Nancy Johnson contact inactive CHPs who want emeritus

(Ray Johnson)

Completed – Inactive CHPs were contacted.

11.10 Draft amendment to Treasurer’s SOP regarding annual transfer of funds (Drew Thatcher / Ray Johnson)

Treasurer will revise the annual call for budgets to stress realistic budget needs with justification of costs in an effort to tighten the budgeting process.

11.11 Pursue with the HPS having an AAHP Member as an IRPA delegate (Kent Lambert / Kathy Shingleton)

Completed – Kent Lambert will represent HPS/AAHP and co-chair the IRPA Working Group.

12.0 New Business

12.1 HPS Outreach to CHPs who are not HPS Members (Kathy Shingleton / John Frazier)

A list of CHPs was sent to the HPS for comparison and identification of CHPs who are not members of the HPS. A letter to encourage CHP membership in the HPS for those who are not HPS members will be drafted.

12.2 Concurrence / Approval of ABHP Policy Change (Executive Committee)

Approved – Item closed.

12.3 Electronic Publication of the CHP Newsletter (Kyle Kleinhans)

CHP Newsletter editor Kleinhans discussed changes to (the now all-electronic) HPS News. The HPS has requested that CHP News be submitted in

.pdf format and that CHP Corner articles be submitted in both *MS Word* and *.pdf* format. Additionally, costs for publishing the CHP News and CHP Corner will be significantly reduced due to the electronic newsletter changes. Finally, the HPS News is considering changing to a two week publication frequency. CHP Corner article assignments will be redistributed if the HPS News publication frequency is changed.

12.4 Open

12.5 Open

12.6 Academy Special Session in Sacramento (Kathy Shingleton)

The upcoming AAHP Special Session at the annual HPS meeting in Sacramento is entitled, *The National Ignition Facility: Bringing Star Power to Earth*. Nine speakers will provide a comprehensive picture of the NIF, including an overview of the facility, its missions, and radiological program challenges and systems in place to address these challenges. The speakers will be our guests at the AAHP luncheon. A technical tour of the NIF will be available (to U. S. citizens only) on Thursday, July 26, 2012.

12.7 July 2012 Meeting Date (John Fraizer)

Date of the annual meeting in Sacramento is July 23-26, 2012.

Meeting time for the Executive Committee will be July 22 from 8 am –5 pm.

13.0 Adjournment

A motion was made to adjourn the meeting until July 22, 2012 in Sacramento, CA.

AMERICAN ACADEMY OF HEALTH PHYSICS - 2012

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

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Kelly L. Ausbrooks ('15)
John Bliss ('14)
John E. Buddenbaum ('12)
Derek Favret ('13)
Robert Ford ('13)
Kathleen Dinnel-Jones ('15)
Wayne C. Gaul ('12)
Shawn Googins ('14)
Don Haes ('14)
Willie O. Harris, Jr. ('12)
Balwan S. Hooda ('12)
Sarah Hoover ('14)
Gregory E. Jones ('15)
Curtis Kwasniewski ('14)
Bryan Lemieux ('13)
Allen Mabry ('13)
William Maguire ('14)
Daniel I. Menchaca ('12)
Dennis M. Quinn ('14)
Steven Rademacher ('14)
William P. Roach ('15)
Glenn M. Sturchio ('12)
Johnafred Thomas ('12)
Wei-Hsung Wang ('15)