

Ohio AST

2007 Annual Meeting

“Luck of the Irish: A Celebration of
Surgical Technology”



Welcome! Welcome back my friends to the 2007 Annual Meeting of Ohio AST. Our theme “Luck of the Irish: A Celebration of Surgical Technology” is one that we hope you enjoy and leave this year, meeting new members, as well as forming new friends. On behalf of the Ohio Board of Directors we hope you have a wonderful time and learn something about your profession. Have fun and enjoy yourself. Please let us know if there is anything we can do.

Jean Carty Turner, CST/CFA
President

Conference Agenda at a Glance:

Saturday April 22:

0940-1040 Student Quiz Bowl
1040-1130 Ohio AST Business Meeting Session I
1330-1420 Candidates Forum

Sunday April 23:

0730-0750 Membership voting
0850-0940 Ohio AST Business Meeting Session II

Student Quiz Bowl

The student quiz bowl will be held on Saturday at 0940 in the Hamilton Room.

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Call for Candidates

President-Two Year Term

Vice President- Two Year Term (Assigned Education Chair)

Treasurer- Two Year Term (Assigned Finance Chair)

Board of Directors- Two Year Term

Board of Directors- Two Year Term

Board of Directors- Two Year Term

Eligibility:

BOD must be active (CST with currency or CST/CFA with currency) members of AST for a minimum of three years immediately preceding nomination.

Treasurer must be active (CST with currency or CST/CFA with currency) members of AST for a minimum of three years immediately preceding nomination and have served on the BOD within the last six years

Vice President must be active (CST with currency or CST/CFA with currency) members of AST for a minimum of three years immediately preceding nomination and have served on the BOD within the last six years

President must be active (CST with currency or CST/CFA with currency) members of AST for a minimum of three years immediately preceding nomination and have served on the BOD within the last six years

Delegate/Alternate for National Conference

Delegate must be active (CST with currency or CST/CFA with currency)

Delegate must be active (CST with currency or CST/CFA with currency)

Delegate must be active (CST with currency or CST/CFA with currency)

Alternate must be active (CST with currency or CST/CFA with currency)

Alternate must be active (CST with currency or CST/CFA with currency)

**Positions for Officers are elected by a majority vote. Positions for BOD and Delegate/Alternate are elected by a plurality vote. Voting will be conducted on Sunday March 18, 2007 in the Hamilton Room beginning at 0730 until 0755. Voting members must have membership card available. **

Plurality- most votes cast

Majority- over half of votes cast

Opening Ceremony:

No Smoking Policy:

For the comfort and health of all attendees, smoking is not permitted at any AST function.

Candidates Who Need to Be Credentialed

If you plan to run for an elected position from the floor of the first business session, you must be credentialed prior to that session. If you have not had your credentials approved before conference, you must complete the required documents and bring to the Credential table for approval. The booth is open during the following times:

Saturday: 07:15-07:50
09:40-1035

Exhibitors:

The Board of Directors thanks each and every exhibitor for their time in displaying their products.

Students:

The Board of Directors thanks each and every student for their attendance. We recognize by your presence, you have a deep commitment to the profession you have chosen. Your attendance and participation throughout this meeting is proof to us, you will be the leaders of tomorrow.

Quorum:

According to Robert's Rules of Order, our quorum is established at 20 active members or 03% of the total number of State assembly members.

BUSINESS SESSION I

Call to Order	Jean Carty Turner, CST/CFA, President
Welcome	Jean Carty Turner, CST/CFA, President
Board Introductions	Jean Carty Turner, CST/CFA, President
Guest Acknowledgements	Jean Carty Turner, CST/CFA, President
Presidential Report	Jean Carty Turner, CST/CFA, President
Treasurer Report	Laurie O'Connor, CST, Treasurer
Secretary Report	Geri Johnson, CST/CFA Secretary
GAPA Report	Mary Lou Johnson, LPN, CST, GAPA Chair
Policy & Procedure Report	Geri Johnson, CST/CFA Secretary
Education Report	Shawn Huelsman, CST, Vice-President
Finance Committee Report	Laurie O'Connor, CST, Treasurer
Presentation of Candidates	Geri Johnson, CST/CFA Secretary
Credentials Report	Geri Johnson, CST/CFA Secretary
Nominations from Floor	Geri Johnson, CST/CFA Secretary
Tellers Committee Appointed	Geri Johnson, CST/CFA Secretary
Old Business	Jean Carty Turner, CST/CFA, President
Recess until Sunday, March 18, 2007 at 0850	

BUSINESS SESSION II

Meeting Reconvened	Jean Carty Turner, CST/CFA, President
Credential's Report	Geri Johnson, CST/CFA, Secretary
Official Election Results	Geri Johnson, CST/CFA, Secretary
Revoke (if necessary)	Geri Johnson, CST/CFA, Secretary
Presentation of awards	Jean Carty Turner, CST/CFA, President
Oath of Office	Geri Johnson, CST/CFA, Secretary
New Business	Jean Carty Turner, CST/CFA, President
Adjournment	Jean Carty Turner, CST/CFA, President

CONFERENCE RULES

1. All delegates shall wear badges at all times.
2. Delegates shall sit in designated areas.
3. Any delegate seeking the floor shall rise, address the chair, identify herself/himself and wait to be recognized.
4. All main motions shall be presented in triplicate and signed by the maker of the motion and a second. A copy shall be given to the president and the secretary. Motion forms will be available at the Credential table and available for delegates.
5. The maker of the motion shall have the first opportunity to debate her/his motion and shall not end the debate with a motion to close the debate. The first debater on any motion shall not end her/his debate with a motion to close the debate.
6. Debate shall be limited to 3 minutes per speaker unless 2/3 vote of the assembly. The debate shall be alternated one for and one against the motion. No speaker shall speak more than twice on any issue.
7. All remarks shall be addressed through the chair.
8. Nominations from the floor shall be accompanied by a consent-to-serve form, and eligibility of the candidate to serve in said office shall have been established through the Credentials Committee.
9. Paper will be provided for written communication with the delegates during the business sessions.
10. There shall be no audio or video at the business sessions, except the official recorder used by the recording secretary.
11. There shall be no smoking during the business sessions or educational sessions.
12. There shall be no alcoholic beverages in the business sessions or educational sessions.
13. Only materials pertinent to the business session shall be passed out. These materials can be passed out only at the door outside before the business sessions have begun.
14. No delegate shall be allowed to leave or enter the business sessions while a motion is on the floor.
15. Election of officers shall be by a majority vote. In the event a second ballot is needed to establish a majority, the two candidates receiving the highest number of votes shall be placed on the second ballot. Election of Directors shall be by plurality vote. In the case of a tie, a decision shall be by ballot of the tied candidates and plurality shall elect. In the event of a second tie, a decision shall be made by lot.

GAPA Committee Report

COMMITTEE ACTIVITY:

Legislation: Activity continues. Met with various legislators discussing our profession and the need for regulation. All seemed favorably impressed and asked for more information before they would commit to sponsor. The Ohio Medical Association viewed our program favorably, as did the national association. We will keep you updated as events develop.

Public Affairs: Four regular issues of the Buckeye Bulletin were published. Delivery difficulty was experienced with the Fall, 2006, mailing due to changes in United States Postal Service mailing classifications. Subsequent issues were delivered in a timely fashion and the problem seems to have resolved itself.

Activities in Ohio celebrating the 2006 Surgical Technologist week were recognized nationally by AST. A newspaper display appearing in the Coshocton Tribune was featured in the November 2006, Surgical Technologist magazine.

We continue to meet with the schools regarding the importance of AST membership and certification.

The website was maintained and updated in a timely manner to reflect Ohio State Assembly activities.

PROJECTS IN PROGRESS:

All the above projects are ongoing.

Committee Members:

Kathleen Diedalis, CST/CFA

Brenda Engle, CST

Geri Johnson, CST/CFA

Cheryl Gorick, CST

April Kesler, CST

Joe Stevens, CST

Regards,

Mary Lou Johnson, LPN/CST

Chairperson, Government and Public Affairs Committee

Education Committee Report

Dear Fellow Member,

This year has been a great year for education in the great State of Ohio. Our attendance at our business meetings are starting to grow.

This year we began to relocate our fall conference to other parts of the state, in order to encourage more of the membership to attend our educational events. This initiative was started in Akron, OH with a decent attendance of members, nonmembers and vendors. We plan to continue this trend in Cincinnati, OH in the fall of 2007.

In 2006 there has not been any change to the original self-study report, other than those that were indicated in the 2005 report that has been previously submitted to AST. The Ohio State Assembly held two educational seminars in the year of 2006. "Getting to Know US" in Columbus, OH and "Surgery in the Hall of Fame Cities" in Akron/Fairlawn, OH. Here is a summary of those individuals in attendance:

<u>Attendees</u>	<u>"Getting to Know Us"</u>			<u>"Surgery in the Hall of Fame Cities"</u>
	<u>Day 1</u>	<u>Day 2</u>	<u>Total</u>	
CST	40	37	77	28
CST/CFA	6	7	13	2
Non-credentialed ST and SA	1	0	1	5
ST Students	23	18	41	0
LPN/LVN	2	2	4	1
RN	0	0	0	0
ST/SA with alternative credentials	1	0	1	0
Others/Unknown	0	5	5	0
TOTALS	73	69	142	34

In order to receive a certificate of attendance, each participant was required to fill out an evaluation form. This is how the Ohio State Assembly ranked per program in four essential areas.

<u>Essential Area</u>	<u>"Getting to Know Us"</u>			<u>"Surgery in the Hall of Fame Cities"</u>		
	E	S	U	E	S	U
Accuracy of Materials	46	18	0	23	9	0
Relevancy of Materials	44	20	0	19	12	0
Appropriate Level of Complexity	40	24	0	19	12	0
Speaker's Ability to Communicate	48	16	0	23	9	0
TOTALS	178	78	0	84	42	0
PERCENTAGE	70%	30%	0%	67%	33%	0%

Respectfully submitted,
 Shawn P. Huelsman, CST, GTS, CLSO/M, BSHM
 Vice President and Education Committee Chair

Finance Committee Report

PROJECTS IN PROGRESS: Asking different businesses for a donated laptop to install Peachtree on and be able to pass this from Treasurer to Treasurer.

PROJECTS COMPLETED: Monies remain in money market, CD and checking account.
See summary below
Executive Committee bonded.

ASSIGNMENTS: Peachtree accounting system has been loaded for 1 ½ years. This system will be able to produce workable budget.

RECOMMENDATIONS/OBSERVATIONS: Build up legislative fund so we as an organization will be ready to hire a lobbyist when needed,

Respectfully submitted,

Laurie O'Connor, CST
Treasurer

Treasurer's Report

\$15,654.24 CD earmarked for legislation
\$ 4,637.57 checking account
\$10,954.40 money market
\$31,246.21 total all assets

Respectfully submitted,

Laurie O'Connor, CST
Treasurer

Policy & Procedure Committee Report

The committee is dedicated to establishing our own state policies in accordance with National AST. Our next project will be finishing the Officer's and BOD guidelines.

Respectfully,

Geri Johnson, CST/CFA
Secretary
Policy & Procedure Chair

President's Report

During my term of office these past two years, I have seen the membership increase. Students are attending the meetings with enthusiasm and participating in the seminars. Schools are asking members to speak to the students about AST. Friendships are developing. Pride in the profession is showing. The BOD agrees to disagree, agreeably for the good of the organization. Monies have been allocated for legislation. Educational seminars are being rotated within the state. Ohio has a trademarked logo. Our ability as an organization to move toward the future is the key. It has been an honor and a privilege to serve you these past two years.

Respectfully submitted,
Jean Carty Turner, CST/CFA
President

**Ohio AST
Business Session I
April 22, 2006**

Members Present: Jean C. Turner, Shawn Huelsman, Laurie O'Connor, Ellen Muncy, Virgil Smith, Nikki Diedalis, Paula Spinosi, Bev Burrell, Mary Lou Johnson
Members Absent: Resiana Hunt

Agenda	Topic	Discussion	Evaluation/Action
	Meeting called to order by President	Welcome Introduction of Board Members	
Old Business	Presidential Report		Approved as read
	Education Report	October education plans progressing very well. Will be held in Akron	Approved as read
	Treasurer Report		Approved as read
	Secretary Report		Approved as read
	GAPA Report	Some supporters are up for re-election	Approved as read
	Policy & Procedure		Approved as read
Presentation of Candidates		Candidates for office announced Nominations taken from the floor Candidates given opportunity to speak on their behalf	Credentials are verified on all candidates Tellers committee appointed
Session Recess			Business will reconvene on Sunday April 23, 2006 at 1000

**Ohio AST
Business Session II
April 23, 2006**

Members Present: Jean C. Turner, Shawn Huelsman, Laurie O'Connor, Ellen Muncy, Virgil Smith, Nikki Diedalis, Paula Spinosi, Bev Burrell, Mary Lou Johnson

Members Absent: Resiana Hunt

Agenda	Topic	Discussion	Evaluation/Action
Business Session II			Meeting re-convened
Credentials Report	quorum		Quorum established & announced
Official Elections Results		No revoke	Results were read as follows: Geri Johnson-Secretary Ed Moran-BOD Mary Lou Johnson-BOD Ellen Muncy-BOD Christy Reinert-BOD (1 yr term)
Presentation of Awards			Virgil Smith & Bev Burrell recognized for their board service
Oath of Office			New Secretary & BOD sworn in to serve
New Business		none	
Adjournment			Motion made, seconded Motion carried

Robert's Rule's of Order

The Motion is to...	What the Motion Does	How to State It
Postpone indefinitely	Kills the main motion without a direct vote on it	"I move to postpone indefinitely the motion to"
Amend	Perfects the main motion before the vote	"I move to amend the motion by"
Commit or refer	Sends motion to a committee for study	"I move to refer the motion to a committee of ____ selected by (appointment or election)" or " I move to refer the motion to the ____ standing committee"
Postpone definitely	Delays action to a later time	"I move to postpone the motion until ____"
Modify debate	Limits or extends time for debate	"I move the debate be ____"
Previous question	Closes debate	"I move the previous question." or "I move the previous question on all pending questions"
Lay on the table	Sets aside the pending main motion temporarily in order to attend to a more important issue	"I move to lay the motion on the table"
Call for the orders	Requires the assembly to follow the agenda when a member feels it is not doing so	"I call for the orders of the day"
Raise a question or privilege	Allows emergency matters to be considered immediately	" I rise to question of privilege"
Recess	Requests a short intermission	"I move that we recess for ____ minutes"
Adjourn	Closes the meeting Immediately	"I move that we adjourn"
Fix the time at which to adjourn	Provides for a continuation of the present meeting	"I move that when we adjourn, we adjourn to meet again at ____"
Request for information	Allows questions not necessarily of parliamentary nature	"I rise to a point of information"
Suspend the rules	Temporarily sets aside adopted standing rules or rules of order	"I move that we suspend the rule(s) covering ____ (state what is to be suspended)"

