

Ohio AST

2009 Annual Meeting

“Trauma in the OR-911”

Welcome! Welcome back my friends to the 2009 Annual Meeting of Ohio AST. Our theme “Trauma in the OR-911” 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 March 21:

1300-1350 Student Quiz Bowl
1045-1115 Ohio AST Business Meeting Sessions I
1350-1440 Candidates Forum

Sunday March 22:

0730-0750 Membership voting
0955-1025 Ohio AST Business Meeting Sessions II

Student Quiz Bowl

The student quiz bowl will be held on Saturday at 1300 in the Angelica Room.

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Call for Candidates

President- Two Year Term (Ex-officio)
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

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.

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.

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 shall have served at least one full term as a director or officer during the previous six years on the Board of Directors.

Delegate/Alternate for National Conference

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

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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)

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 22, 2009 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
09:40-0955

Exhibitors:

The Board of Directors thanks the

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 (11)	Jean Carty Turner, CST/CFA, President
Treasurer Report (10)	Geri Johnson, CST/CFA Secretary/Treasurer
Secretary Report (12&13)	Geri Johnson, CST/CFA Secretary/Treasurer
GAPA Report (8)	Ken Stoll, CST, GAPA Chair
Legislation Report	Mary Lou Johnson, LPN, CST, Chair
Policy & Procedure Report (11)	Geri Johnson, CST/CFA Secretary/Treasurer
Education Report (9)	Cheryl Gorick, CST, Vice-President
Finance Committee Report (10)	Geri Johnson, CST/CFA Secretary/Treasurer
Presentation of Candidates	Jean Carty Turner, CST/CFA, President
Credentials Report	Jean Carty Turner, CST/CFA, President
Nominations from Floor	Jean Carty Turner, CST/CFA, President
Tellers Committee Appointed	Jean Carty Turner, CST/CFA, President
Old Business	Jean Carty Turner, CST/CFA, President
Recess until Sunday, March 22, 2009 at 0955	

BUSINESS SESSION II

Meeting Reconvened	Jean Carty Turner, CST/CFA, President
Acceptance of 2008 Reports	Jean Carty Turner, CST/CFA, President
Tellers Committee Report	Jean Carty Turner, CST/CFA, President
Official Election Results	Jean Carty Turner, CST/CFA, President
Revoke (if necessary)	Jean Carty Turner, CST/CFA, President
Presentation of awards	Jean Carty Turner, CST/CFA, President
New Business	Jean Carty Turner, CST/CFA, President
Oath of Office	Jean Carty Turner, CST/CFA, President
Announcements	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.

GOVERNMENT & PUBLIC AFFAIRS COMMITTEE REPORT

COMMITTEE ACTIVITIES:

Buckeye Bulletin: The newsletter has been delivered to the membership on time throughout 2008..

PROJECTS IN PROGRESS:

Public Affairs: We continue to meet with Ohio's ST schools regarding AST membership and certification. The website was maintained throughout 2008 by LJT Technologies. Larry Johnson named newsletter editor. Board of Director's are to supply Larry with newsletter materials.

PROJECTS COMPLETED:

1. Three issues of the Buckeye Bulletin were issued in 2008

ASSIGNMENTS:

- Continue ST school presentations
- Work on 2009 Surgical Technology Week

RECOMMENDATIONS AND OBSERVATIONS:

Newsletter distributed to membership within timeframe per State Assembly Bylaws.

Regards,
Ken Stoll
Chairperson, Government and Public Affairs Committee

LEGISLATION COMMITTEE REPORT

DATE: January 3, 2009

TO: Legislation Committee Members & Ohio State Assembly Board

FROM: Mary Lou Johnson, Chairperson

RE: Year end Report - 2008

All,

During 2008 House Bill 553 was introduced and the first "Interested Parties" meeting was held July 28, 2008. Things were looking up. After that date Representative McGregor became totally engrossed in campaigning for reelection and progress on the bill stopped. Representative McGregor was subsequently defeated in the November election and was unable to proceed with the bill.

As of December 31, 2008 HB 553 died and will have to be reintroduced. We are currently seeking a new sponsor to carry the bill forward. Several have been contacted but thus far none have responded. It is still early in the session and the Ohio House has not yet been organized with regard to committee chairs and members. I am hopeful that a new sponsor will come forward after the reorganizational dust settles.

The Legislation Committee has been scheduled to meet with the Ohio Hospital Association's OONE committee January 30, 2009 to discuss our legislative program.

Regards,

Mary Lou Johnson

Chairperson, Legislation Committee

Education Committee Report

Attendees	“Trauma in the OR-911” 3/0/08	“Cancer from Head to Toe” 10/11/08
CST	17	42
CST/CFA	4	6
Non-credentialed ST & SA	3	1
ST students	3	7
LPN/LVN	1	2
RN	0	1
ST/SA with alternate Credentials	0	0
Others/ Unknown	0	0
Totals	27	59

Essential Area	“Trauma in the OR-911”			“Cancer from Head to Toe”		
	E	S	U	E	S	U
Accuracy of Materials	18	4	0	46	4	0
Relevancy of Materials	18	4	0	43	6	1
Appropriate Level of Complexity	18	4	0	46	4	0
Speaker’s Ability to Communicate	20	2	0	47	3	0
TOTALS	71	14	0	182	42	0
PERCENTAGE	83%	16%	0%	91%	.085%	.005%

3/9/08 Comments:

Need robotics lectures, more hands on workshop, surgeon speakers, more laparoscopic surgical procedures

10/11/08 Comments:

Pleased with workshop, nice facility, more sales reps, well organized, nice mix of topics, vascular surgery, speaker handouts available, Fun day, eye procedures, coroner presentation, future holds for ST, becoming a CFA, OR trauma, lap procedures, signage could have been better, hands on activities,

Respectfully submitted,
Cheryl Gorick, CST
 Vice President and Education Committee Chair

Finance Committee Report

PROJECTS IN PROGRESS: An internal audit to be completed by two BOD members whose signature is not on file with the bank to be completed before checkbook register is accepted by new signers.

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

2008 bi-annual financial reports submitted to AST to file records according to AST bylaws. This document is available for membership viewing. 2008 final comparison budget completed. The 2009 budget approved through electronic voting in January 2009. Board and Director Liability insurance has been secured through Reidel Insurance located in Reynoldsburg, OH.

ASSIGNMENTS: Peachtree accounting system has been loaded for 2 years. Tracy Schifferlie (part-time staff) remains to do this procedure. Peachtree produces workable budget. Tracy also takes care of the states post office box and registration. Tracy Schifferlie is also bonded.

RECOMMENDATIONS/OBSERVATIONS: Continue to build the legislative fund so we as an organization will be ready to hire a lobbyist when needed

Respectfully submitted,
Geri Johnson, CST/CFA
Secretary/ Treasurer

Treasurer's Report

\$ 16,934.20	CD earmarked for legislation
\$ 8,266.26	checking account
\$ <u>18,203.17</u>	money market
\$ 43,403.63	total all assets

Respectfully submitted,
Geri Johnson, CST/CFA
Secretary/ Treasurer

Policy & Procedure Committee Report

The policy and procedure committee continues to work on the policies and procedures for Ohio AST. Once the book is completed it will be accessible to the membership through the website for easy access and viewing.

Respectfully submitted,
Geri Johnson, CST/CFA
Secretary/Treasurer
Chairperson Policy and Procedure Committee

President's Report

During my term of office this past year, our membership continues to grow. Students are attending the meetings with enthusiasm and participating in the seminars. Schools continue to ask members to speak to their students about AST and the importance of certification. Friendships remain to develop. Pride in the profession is showing. The BOD agrees to disagree, agreeably for the good of the organization. Monies remain allocated for legislation. Educational seminars continue being rotated within the state. Our ability as an organization to move toward the future is the key. Ohio BOD continues to work very hard concerning your state from regular yearly business to policy development and legislation Your BOD is committed to serving the membership and devotes countless volunteer hours. Ohio AST was granted the State Assembly Leadership Award. Board and Director Liability Insurance is in place. The 2008 annual reports of education, finance and state report were submitted to AST and are on file. As my term ends, I wish to express my gratitude for the continuing support I have received during the last four years. Our journey is long and not completed. We must remain faithful to the legislative cause. It has been an honor and a privilege to serve you.

Respectfully submitted,
Jean Carty Turner, CST/CFA
President

**Ohio State Assembly of AST
Business Session I
Siegal Center, Columbus OH March 17, 2007**

Members Present: Jean Carty-Turner, Laurie O'Connor, Geri Johnson, Mary Lou Johnson, Christy Reinert, Paula Spinosi, Edward Moran, Cheryl Gorick
Absent: Shawn Huelsman, Kathleen Diedalis, Ellen Muncy

Agenda	Topic	Discussion	Evaluation/ Action
	Meeting was called to order by the President	Welcome Introduction of BOD	President Jean Carty Turner at 1040
Quorum	Quorum	51 active members present	Quorum established & announced
Old Business	Presidential Report	Copy in conference handout	View and accept to be at Business Session II
	GAPA Committee Report	Copy in conference handout	View and accept to be at Business Session II
	Education Committee Report	Copy in conference handout	View and accept to be at Business Session II
	Finance Committee Report	Copy in conference handout	View and accept to be at Business Session II
	Treasurer's Report	Copy in conference handout	View and accept to be at Business Session II
	Policy & Procedure Report	Copy in conference handout	View and accept to be at Business Session II
	Secretary's Report	Copy in conference handout	View and accept to be at Business Session II
New Business	Candidates for office were announced	Nominations were asked for from the floor President Jean C Turner VP Cheryl Gorick Treasurer-none BOD-Linda Russell, Ken Stoll, Brenda Engle, Jenny Baldwin, Mary Lou Thomas, Laurie O'Connor	Credentials were verified on all candidates Tellers committee was appointed Candidates forum @ 1330 Voting 3/18/07 @ 7:30am
Adjournment			Meeting recessed until March 18, 2007 at 0850

Respectfully submitted,
Geri Johnson, CST/CFA
Secretary

**Ohio State Assembly of AST
Business Session II
Siegal Center, Columbus OH March 18, 2007**

Present: Jean Carty-Turner, Laurie O'Connor, Geri Johnson, Mary Lou Johnson, Edward Moran, Cheryl Gorick, Christy Reinert, Kathleen Diedalis, Paula Spinosi

Absent: Shawn Huelsman, Ellen Muncy

Agenda	Topic	Discussion	Evaluation/ Action
	Meeting reconvened		President reconvened meeting@ 0850
Old Business	Presidential Report	None	Approved as written
	GAPA Committee	None	Approved as written
	Education	None	Approved as written
	Finance Committee	None	Approved as written
	Treasurer's Report	None	Approved as written
	P & P Report	None	Approved as written
New Business		none	none
Teller's Report	Election results	Committee: Geri Johnson, April Kessler, & Jim Moran	Read by Geri Johnson, 51 established quorum 40 votes cast (see tellers report located in Secretary's documents)
Announcement of new officers & BOD	Oath of Office by Geri Johnson	President Jean Carty Turner VP Cheryl Gorick BOD Linda Russell, Ken Stoll, Brenda Engle, Jenny Baldwin	All newly elected Officers & BOD took Oath of Office
Aknowledgements/ Presentation of Awards		Members were recognized for an outstanding job	Laurie O'Connor/Treasurer, Christy Reinert/ raffles BOD, Nikki Diedalis, BOD & Paula Spinosi BOD
		Ballots will be on file for 30 days, then destroyed	Jean Carty-Turner 1 st Edward Moran 2 nd motion carried
Announcements		Fall Educational seminar	Ethicon Endo-lab in Cincinnati OH 10/20/07
Adjournment		Motion to adjourn	All in favor, motion carried Meeting adjourned @ 0940

Respectfully submitted,
Geri Johnson, CST/CFA
Secretary

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)"

