



North Central Chapter, Health Physics Society
Minutes of the Business Meeting
April 27, 2012
South Dakota State University
Brookings, SD

Note: A copy of the business meeting agenda can be found at the end of this report.

- 1.) Rob McTaggart - NCCHPS President - called the business meeting to order at 12:18 PM
- 2.) Review of Fall 2011 Business Meeting minutes
- 3.) Secretary/Treasurer report was given detailing membership levels and finances for Fall 2011 through spring 2012. The report is attached to these minutes
- 4.) The Affiliates report was given by Rob McTaggart. Rob thanked the meeting sponsors – Canberra Industries, Inc.(Edward Mels), Arrow-Tech, Inc.(Perry LaFountain). The Affiliates Report is attached to these minutes.
- 5.) The website continues to be maintained by Mike Lewandowski. Keeping this within the chapter provides for more timely updates.
- 6.) The use of the radiation instrumentation kit was presented by Mike Lewandowski. The kit had been used five times between the fall and spring meetings with one reservation booked for May. Mike and his daughter Samantha represented the Chapter at the Lincoln Center Elementary School science night in March.
- 7.) The Science Teacher Award/Grant report was presented by Mike Lewandowski. There were no applications.
- 8.) The Science Teacher Workshop report was presented by Mike Lewandowski. A desire to expand this outreach in IA and SD was discussed. Gary Yarrow and Rob McTaggart indicated that they had participated at the South Dakota Science Teachers Association and the South Dakota Council of Teachers of Mathematics meetings in February. Mike and Duane Hall represented the Chapter at the 3M Teacher’s Workshop in September.
- 9.) The LAC report was presented by Mike Lewandowski. He outlined the proposed delineation of responsibilities between the Chapter and HPS Secretariat. Work on a meeting logo, identification of Pub Crawl and 5K venues, and contacting local chapter members has been ongoing. The Madison Convention and Visitor’s Bureau will be sending one of their staff to the HPS meeting in Sacramento.
- 10.)New members – Jeff Eaton from Iowa State University
- 11.)The results of the chapter elections were announced.
 - President Elect: Gary Yarrow
 - Councilors: Shari Mask, Christopher Kessler

12.) Rob McTaggart discussed the changes occurring with the Health Physics program at SDSU

13.) AAHP continuing education credits have been approved for the fall meeting.

14.) The fall meeting will be held at U of M in Minneapolis, MN.

15.) Other Business – none

16.) The 3M facility tour was discussed.

Meeting adjourned at 12:57 PM

Respectfully Submitted,
David Paulu, NCCHPS Secretary/Treasurer

North Central Chapter, Health Physics Society
Secretary/Treasurer Report
April 26 & 27, 2012
South Dakota State University
Brookings, SD

Chapter Membership

- 85 Full Members
- 16 Emeritus Members
- 11 Affiliates

Accounting

Expenses from fall 2011 to spring 2012

Date	Check	\$ amount paid out	Name
10/28/2011		\$15.50	Famous Dave's – HPS Pres. Dinner
10/28/2011		\$106.87	AJ Schaae – President plaque
10/28/2010		\$113.63	Holiday Inn East – HPS Pres. room
10/28/2011		\$575.00	Buca Di Beppo – Fall meeting lunch
11/1/2011	1612	\$231.13	Mike Lewandowski – Fall meeting expenses
Total		\$1,042.13	

Income from fall 2011 to spring 2012

Date	Deposited Amt.	Description
10/18/2011	\$620.00	Fall Meeting Registration
10/27/2011	\$25.00	Fall Meeting Registration
10/27/2011	\$55.00	Fall Meeting Registration
10/31/2011	\$1.65	Interest
11/3/2011	\$360.00	Fall Meeting Registration
11/30/2011	\$1.58	Interest
12/31/2011	\$1.62	Interest
1/31/2012	\$1.62	Interest
2/29/2012	\$1.51	Interest
3/19/2012	\$170.00	Member Dues
3/19/2012	\$395.00	Member Dues
3/31/2012	\$1.65	Interest
Total		\$1,634.63

Checking		
Beginning	\$12,740.94	10/3/2011
Expenses	\$1,042.13	
Deposits	\$1,634.63	
Ending	\$13,333.44	3/31/2012
Money Market		
Beginning	\$11,747.75	10/18/2011
Withdrawals	\$0.00	
Deposits	\$10.78	
Ending	\$11,758.53	3/31/2012
Total Balance	\$25,091.97	

Date	Description	Debit	Credit	Balance
10/3/2011	Beginning			\$12,740.94
10/18/2011	Money Market			\$11,747.75
10/18/2011	Withdrawals	\$0.00		\$11,747.75
10/18/2011	Deposits		\$10.78	\$11,758.53
3/31/2012	Ending			\$11,758.53
10/3/2011	Beginning			\$12,740.94
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	Total			\$25,091.97



North Central Chapter

Affiliate Member Report April 27, 2012 Spring Technical Meeting

Chris Kessler, Affiliate Coordinator

The North Central Chapter of the Health Physics Society (NCCHPS) has 11 affiliate members for calendar year 2012 to date generating \$275 in annual affiliate dues. This is the same number of affiliates as in calendar year 2011. A list of the current affiliates is at the bottom of this report. The NCCHPS web site reflects the current affiliate members. Adco Services and Philotechnics have not renewed their affiliation for 2012 and Arrow-Tech, Inc. and F&J Specialty Products, Inc. were added.

Solicitation of affiliate member support for the spring 2012 technical meeting began in January. E-mail contacts of all likely affiliate member sponsors were made. Follow-up telephone calls were made, as necessary, to members that did not respond to the e-mail solicitation.

Two affiliate members agreed to exhibit at the meeting: Canberra Industries (Edward Mels) and Arrow-Tech, Inc. (Perry LaFountain). A total of \$300 in exhibition fees has been collected to defray the cost of the spring 2012 meeting.

Company

Arrow-Tech, Inc.
Canberra Industries
DEQ Technical Sales
F&J Specialty Products, Inc.
HI-Q Environmental Company, Inc.
K & S Associates, Inc.
Lakeshore Technical College
Landauer, Inc.
Mirion Technologies (Dosimetry Services)
S&G Enterprises, Inc.
Scientific Instrument Sales

Contact

Perry LaFountain
Edward Mels
Jeff Anspaugh
Frank Gavila
Marc Held
Peter Gordon
Ning Zhang; Douglas Lindsey; Michelle Gibbs
Gary Beardman
Tom Chwierut
Mark Griffith
Richard Love

North Central Chapter of the Health Physics Society
Report to the Executive Council

April 2012

Submitted by Mike Lewandowski

Web Site

Since the fall meeting, the web site was updated with changes to affiliate members. Meeting information and minutes from previous meetings were added to the web site. The web site does not have the minutes from the fall business or executive council meetings or the 2011 fall meeting summary. The current membership directory is also not listed on the site.

Radiation Instrument Kit

The kit continues to be used routinely. During the 2011-2012 school year the kit has been used by teachers from Minnesota and Wisconsin. One teacher from South Dakota has reserved the kit for use in May.

May 2012	Central High School, Rapid City, SD
April 2012	Meyer Middle School, River Falls, WI
February 2012	R. McTaggart & G. Yarrow, South Dakota Science Teachers Association and the South Dakota Council of Teachers of Mathematics
November 2011	Stewartville High School, Stewartville, MN
October 2011	Century High School, Rochester, MN
September 2011	Century High School, Rochester, MN

Mike and Samantha Lewandowski represented the Chapter with a booth at the Lincoln Center Elementary School Science Night in March 2012.

Duane Hall and Mike Lewandowski represented the Chapter at the 3M Teacher's Workshop in September 2011.

No action is requested for the instrument kit.

Nuclear and Radiation Science Grant

No applications were received.

Science Teacher Meetings

Rob McTaggart and Gary Yarrow represented the Chapter at the South Dakota Science Teachers Association and the South Dakota Council of Teachers of Mathematics meeting in Huron, South Dakota, on 4 February 2012. Mike Lewandowski and Duane Hall represented the Chapter at the annual 3M Teacher's Workshop on 30 September 2011.

The HPS banner and marketing materials were used at both events and were effective in drawing attention to the Chapter's booth. The radiation instrument kit and grant were discussed with teachers.

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The Chapter should continue to pursue opportunities to participate in teacher meetings. Efforts should be made to reach out to teachers in Iowa.

Science Teacher Workshops

No workshops were offered.

Date	Location
September 2011	Century High School, Rochester, MN
October 2011	Century High School, Rochester, MN
November 2011	Stewart High School, Stewartville, MN
February 2012	Teachers Association and the South Dakota Council of Teachers of Mathematics
February 2012	R. Metzger & G. Yarnow, South Dakota Science
April 2012	Regier Middle School, River Falls, WI
May 2012	Central High School, Rapid City, SD

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Local Arrangements Committee

Submitted by Mike and Dawn Lewandowski

Following the Chapter's nomination, Mike and Dawn Lewandowski were approved by the HPS Board of Directors to co-chair the Local Arrangements Committee for the 2013 HPS Annual Meeting in Madison, WI. Initial LAC activities include:

- Drafting a meeting logo, including obtaining permission from the City of Madison to incorporate part of the city logo. Dan McGrane was instrumental in obtaining permission from the City of Madison and in creating the initial draft logo.
- Meeting with the Madison Convention and Visitor's Bureau Staff and touring the Monona Terrace Convention Center.
- Identifying potential venues for the Pub Crawl and 5K Run/Walk.
- Initiating contacts with Chapter members local to Madison to work on the LAC and meeting.

The Madison Convention and Visitor's Bureau has budgeted to send one of their staff, Janine Wachter, to Sacramento to promote the Madison meeting at this year's HPS Annual Meeting. The co-chairs recommend soliciting volunteers from the Chapter who will be attending the Sacramento meeting to help staff the Madison meeting booth along with Ms. Wachter. Mike Lewandowski will assist Ms. Wachter with booth set up and take down so there should be no significant burden upon Chapter members during the Sacramento meeting. The Council should also decide if the Chapter should provide a door prize to draw HPS meeting attendees to the booth.

Attached to this report are proposed logos for the 2013 meeting. One logo is suggested for web and printed (paper) use. Another logo with fewer colors is suggested for silk screening or embroidered use. The Council and Chapter should select a logo to start the promotional work.

Attached is a list of proposed delineation of responsibilities between the Chapter and the HPS Secretariat.

Chapter Responsibility	HPS Secretariat Responsibility
Meeting logo	Tours
Local information web site	Meeting bags
Pre-promotion at Sacramento meeting	Menus for welcome reception and awards banquet
HP News articles	
PEP/CEL Committee liaison	
Facility logistics (directional signs during meeting, addressing problems)	
5K Run/Walk	
Hospitality Suite	
Night Out	

Outstanding activities include the Open Mic Night and selling logo merchandise.

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Open Mic night is an activity funded by a few highly interested affiliate members, but has the potential to absorb a significant amount of time for the individual leading that effort. There may be opportunities to leverage the Convention and Visitor's Bureau to assist with this. The co-chairs recommend pursuing this activity only if a member of the LAC is willing to take this on.

The Council and Chapter should also weigh in on selling logo merchandise. The model used at the Minneapolis meeting with a significant amount of presale orders may be the desired direction. However, a new vendor will need to be selected. Initial discussions with two potential vendors are underway. The Council and Chapter should note that efforts led by HPS President-elect Armin Ansari to change the name of the Society may slightly impact logo merchandising.

LAC activities for May-June

- Solicit LAC members
- Solicit volunteers to staff the booth at the Sacramento meeting
- Launch 2013 web site
- Determine schedule and topics for HP News articles
- Determine schedule for LAC teleconferences and meetings

Action for the Executive Council

- Approve delineation of responsibilities
- Approve budget for door prize(s) for Sacramento meeting, not to exceed \$50
- Provide input to the LAC on Open Mic night and selling logo merchandise
- Plan the 2013 Spring Meeting for Madison

Chapter Responsibility	LAC Responsibility
Meeting logo	Logo
Local information web site	Meeting page
Pre-promotion at Sacramento meeting	Minutes for welcome reception and awards luncheon
HP News articles	
HP/CEC Communication	
Facility logistics (directional signs during meeting, addressing problems)	
SK Run/Walk	
Hospitality Suite	
Night Out	

Outstanding activities include the Open Mic Night and selling logo merchandise.