

## **NHCA ARCHIVE REPORT: February 25, 2013 – March 15, 2014**

Elliott H. Berger (Historian) and Kim Schwartz (Executive Director)

This document summarizes key activities for the period just subsequent to the 2013 Annual Conference (held in St. Petersburg, FL) and concluding just subsequent to the activities of the 2014 Annual Conference (held in Las Vegas, NV). All activities at the 2014 Conference in Las Vegas are included. Financial data through the end of the fiscal year concluding in June 2014 are also included. This report contains the following sections:

- A. Management Firm Activities
- B. Membership and Directory
- C. Member Dues, and Affiliate and Exhibition Fees
- D. Communications (Web Site and Publications)
- E. Executive Council Spring Conference Call (May 15, 2013)
- F. Executive Council Summer Meeting (July 25-26, 2013)
- G. Executive Council Fall Conference Call (Nov. 15, 2013)
- H. Executive Council Meetings at Annual Conference (Mar. 12 - 15, 2014)
- I. Annual Conference (39<sup>th</sup> conference, Mar. 13 – 15, 2014)
- J. Annual Business Meeting
- K. Webinars
- L. Position Statements/Regulatory Involvement
- M. Changes to Bylaws and Policy and Procedure Manual
- N. Slate of Candidates for November 2013 Ballot for 2014
- O. Year-End Financial Statement
- P. NHCA Scholarship Foundation

A companion to this narrative report is the NHCA Archive Data Report (ADR). It is an Excel file that includes the following: officers (current and prior), list of NHCA presidents and program chairs, Spectrum editors, awards, titles of and presenters of key talks such as the Gasaway Lecture, dues, membership, conference cities and attendance, literature sales, and head counts during the conference. It is periodically updated.

### **A. Management Firm Activities**

Our management firm, Interactive Management Inc. (IMI), has been with NHCA for six years, since September 8, 2008. The firm, our association, and the relationship between the two are healthy at this time.

The most recent financial audit was completed in July 2014 by Stephen L. Wenner, CPA, PFS of The Wenner Group, LLC at a cost of \$650, a substantial savings over the fee of \$3900 paid to the Wenner, Silverstein & Company, LLC in 2009. The auditors reported that NHCA's financial statements present fairly the financial position of NHCA and are in accordance with generally accepted accounting principles. The auditors also recommended that closer oversight be provided for the transfers of funds into and out of the Safe-in-Sound restricted account and that a more structured and formalized process be developed for processing expense reimbursement requests from this account. It was noted that the auditor's recommendations to improve oversight of Safe-in-Sound transactions were not a result of, nor related to, potential IRS issues. It is recommended that the next financial statement audit be conducted in 5 years, 60 days after the fiscal year-end (i.e., in August or September).

### **B. Membership and Directory**

Total paid members through June 30, 2014 were 428. For prior years see the ADR. Membership includes 15 Emeritus members and 180 students. Please note that membership in this report is as of June 30 because of the time frames involved in writing this document, but the membership data in the

ADR is per year end since that corresponds to the membership year and provides a more consistent indicator of membership from year to year.

All approved member applications after September 30 are placed in the following membership year. The membership directory is available online through the website as an electronic database as well as PDF printable file, to be updated annually. In 2013 Affiniscape was bought out by YourMembership.com. The migration to the new site was completed on October 9, 2013. The entire membership was notified of the new website via an email. The site includes the following new features:

- Access to your membership profile and ability to manage all content and privacy settings to electronic directory.
- Online payment processing and immediate access to invoice/receipts.
- Blogging with colleagues.
- A "Connection" feature that allows for direct email messaging and chats.
- Share an idea in the "Idea Box."
- Joining groups of interest to stay informed on the latest news.
- Sending or accepting referrals from colleagues.
- Posting job openings or resumes.

### **C. Member Dues, and Affiliate and Exhibition Fees**

Dues invoices for the 2014 membership year were emailed starting in October 2013 and membership dues reminders sent as well, concluding in August 2014. Dues amounts remained the same in 2014 as in 2013. The dues history for the various membership categories is provided in the ADR. The sponsorship fees are listed below.

#### Premium Sponsor Investment (PREMIUM): \$8,000

Four 6-foot tables in the exhibit area; Four full conference exhibitor registrations; logo with live link on the NHCA website; Logo displayed on marketing materials and website; 45 min (approximately) to present your new products during Thursday, March 13th P.M. Workshop - NEW OPPORTUNITY!; Podium recognition; one full page ad in the Spectrum Supplement; 100-word descriptor in the Spectrum Supplement; provide two handouts for registration packets; one-year membership; one give-away/swag item for each attendee; banner ad on NHCA website; three ads for inclusion in conference marketing materials; mailing labels for NHCA membership; two articles in the Spectrum (issues of your choice); signage with logo throughout event.

#### Conference Sponsor Investment (GOLD): \$6,000

Two 6-foot tables in the exhibit area; Three full conference exhibitor registrations; logo displayed on marketing materials and website; 35 min (approximately) to present your new products during Thursday, February 21st P.M. Workshop - NEW OPPORTUNITY!; podium recognition; one ½-page ad in the Spectrum Supplement; 75-word descriptor in the Spectrum Supplement; provide one handout for registration packets; one give-away/swag item for each attendee; three ads for inclusion in conference marketing materials; mailing labels for NHCA membership; one article in the Spectrum (issue of your choice); signage with logo throughout event.

#### Event Sponsor Investment (SILVER): \$4,000

Three 6-foot tables in the exhibit area; Two full conference exhibitor registrations; logo displayed on marketing materials and website; 25 min (approximately) to present your new products during Thursday, February 21st P.M. Workshop - NEW OPPORTUNITY!; podium recognition; One ¼-page ad in the Spectrum Supplement; 50-word descriptor in the Spectrum Supplement; provide two handouts for registration packets; one-year membership; one give-away/swag item for each attendee; banner ad on NHCA website; three ads for inclusion in conference marketing materials; mailing labels for NHCA

membership; one article in the Spectrum (issue of your choice); signage with logo throughout event.

Reception Sponsor Investment (BRONZE): \$2,000

Two 6-foot tables in the exhibit area; two full conference exhibitor registrations; logo displayed on marketing materials and website; 15 min (approximately) to present your new products during Thursday, February 21st P.M. Workshop - NEW OPPORTUNITY!; podium recognition; one business-card sized ad in the Spectrum Supplement; 25-word descriptor in the Spectrum Supplement; signage with logo throughout event.

Workshop Break Sponsor Investment: \$1,500

One 6-foot table in the exhibit area; One full conference exhibitor registration; logo displayed on marketing materials and website; podium recognition; signage with logo provided during workshop breaks.

Speaker Travel Sponsor Investment: \$1,000

One full conference exhibitor registration; podium recognition; logo displayed on marketing materials and website.

Conference Break Sponsor Investment: \$500

Logo displayed on marketing materials and website; signage with logo provided during conference session breaks

Handout Sponsor Investment: \$250

Provide up to 350 inserts to be included in the attendee folders.

**D. Communications (Web Site and Publications)**

NHCA electronically published three regular issues of the *Spectrum* and one supplement (a Conference program) during this time period under editor Richard Stepkin. Papers copies are not mailed to members. Electronic copies are available at the members-only section of the website.

Sales of NHCA's various publications including the seven Professional Guides, the *Crank it Down* brochure, the *Noise Destroys* poster, the *Cochlear Landscape* poster, and our 35-mm slide sets are listed in the ADR. Sales are for calendar years, except 2006 which is for ½ year from January through June.

**E. Executive Council Spring Conference Call (May 15, 2013)**

- Treasurer's report indicated that membership is below projections as are most income projections.
- In response to a disparagement complaint concerning a presentation by Kris Chesky at the 2013 conference, a three-person Ethics Committee was formed. Also the Program Task Force began working on updates to the Speaker Agreement and Commercialism Policies to clarify our organization's position on suitable lecture content.
- NHCA decided to staff an exhibit table at the International Conference on Acoustics in Montreal, Canada at the beginning of June. Anticipated attendance was over 2000.
- The Historian reminded the Council an Archive Data Report (ADR, an Excel file) now exists and that much of the content of the Archive Report has been moved to that file for easier maintenance and access.
- A decision was made to once again take head counts in the various lecture halls at conference to update the ADR for future conference planning. [NOTE – this did not happen at the 2014 conference, despite the Council's decision, and should be implemented for 2015.]
- Deanna Meinke submitted a request for NHCA to co-sponsor a conference on children and hearing loss/tinnitus in partnership with 3M. The request for \$5,000 was approved.

**F. Executive Council Summer Meeting + Strategic Plan Review (July 25 – 26, 2013, Denver)**

- At the end of the fiscal year net income showed a loss of nearly \$12,000; dues were down about \$9,000.
- Kris Chesky was formally notified of the disparagement complaint.
- As a result of a settlement in a hearing-loss related lawsuit against Motorola, Inc., Nass & Roper Attorneys at Law informed NHCA and the NHCA Scholarship Foundation in 2009 that a donation of \$31,666.67 was to be made to our organizations. President Tufts reported the check was received and that, as agreed, it would be split 2/3 to NHCA and the remainder to the Foundation.
- It was decided that Doug Ohlin's recent passing would be acknowledged in *Spectrum* and in a special tribute to be arranged by Kara Cave at the 2014 conference.
- The results of the annual management firm review were present with the overall comments being quite positive.
- There have been difficulties communicating with the 85/3 Coalition and their web pages hosted by NHCA are outdated and contain inconsistencies. President-Elect Cooper was to appoint someone to investigate and determine viability of the Coalition.
- Planning for a new CAOHC webinar series is underway.
- A new Task Force on age corrections was established that included Nancy Wojcik, Bob Dobie, Jen Tufts, Tim Rink, Greg Flamme, and Paul Weathersby.
- The AAOHN Conflict of Interest form required for abstract submission for the conference has been time intensive and challenging for many presenters. It may be preventing people from completing the application process.
- April LaBelle, the Student Member Delegate, has been very active this year. One initiative she suggested was to implement a volunteer program that could assist in waiving student fees following the 2014 conference.
- There was an extended budget discussion to look at various areas that expenditures could be reduced to bring the budget into balance.
- The Historian suggested that was time for a new independent audit of NHCA's books this fiscal year. A line item of \$5,000 was included to cover this in the spring of 2014. (See Section A for information about the audit, completed July 2014.)

**G. Executive Council Fall Conference Call (November 15, 2013)**

- Nancy (the Treasurer) reported that compared to last year at this time, NHCA was down on membership dues and conference sponsorship, and had several additional expenses this year including the audit.
- *Spectrum* editor, Rick Stepkin, reported that he needed more assistance, such as assistant editors for particular items.
- The confusing and annoying AAOHN Conflict of Interest form was again a topic of discussion.
- The 85/3 Coalition has been unresponsive to NHCA correspondence about maintaining their website. As a result NHCA will not proceed with any future work on that site.
- Laura Kauth is working on IJA sponsorships and thus far has CAOHC and Honeywell contributing \$1,000 each.
- Funding will run out from *Safe in Sound* and there is concern over how that will impact the IJA program.

**H. Executive Council Meetings at Annual Conference (March 12 - 15, 2014)**

- A recommendation was made by the Treasurer to obtain a financial advisor to provide investment advice.

- Elliott (Historian) suggested Capitol One as a no-fee easy-to-work-with online bank that pays at least a modicum of interest, and Erin noted that Key Bank has been difficult to work with and suggested moving to First Bank. Erin agreed to research the issues.
- Colleen suggested (motion passed) exploring the possibility of partnering with ARO in 2016 by having back-to-back conferences in San Diego.
- Jen Tufts (President) reported that work continues on the update to Annex E on ethics complaint procedures.
- The EC was made aware that NHCA now has a liaison with the Audiology Quality Consortium, with the contact being Sharon Beamer.
- IJA costs were cut this year, from \$20,000 to \$8,500, due to savings with electronic printing.
- Transition to the new website was completed and Cory will now be updating content with the help of Erin.
- Jeremie Voix is exploring how to get NHCA more noticed through search engines.
- Sandy raised the issue of voting rights for the PSP secondary person. This has been discussed many times over the years. The minutes do not reflect whether a decision was reached on this topic, but it appears that the Council more or less informally decided not to provide the extra voting rights, but left the topic open to revisit again in the future.

## **I. Annual Conference**

The 39<sup>th</sup> Annual Hearing Conservation Conference was held March 13 – 15, 2014 at the JW Marriott Las Vegas Resort & Spa Hilton, Las Vegas, NV. Paid registrants, total participants, early full member registration fees, and total exhibitors, appear in the ADR.

Sponsors and categories were:

- Platinum (1 @ \$8000): 3M
- Gold (1 @ \$6000): Howard Leight by Honeywell
- Silver (1 @ \$4000): Westone Laboratories
- Bronze (4 @ \$2000): Sensidyne, Aegisound, Lantos Technologies, ViAcoustics, Otovation, CAOCH, Phonak, Benson
- Workshop (7 @ \$1500): Tremetrics, Bose, Caption Call, ASHA, AIHA, Casella, GRAS, Mimosa Acoustics, Otodynamics, FitCheck
- Speaker Travel (1 @ \$1000): ASA

Sponsors were solicited for various events and elements of the conference in addition to the normal solicitation for luncheon and break support. These included:

- Workshops: Tremetrics, Bose, Caption Call, ASHA, AIHA, Casella, GRAS, Mimosa Acoustics, Otodynamics, FitCheck
- Tote bags: 3M
- Cocktail Receptions, Thursday and Friday (Bronze): Sensidyne, Aegisound, Lantos Technologies, ViAcoustics, Otovation, CAOCH, Phonak, Benson
- Student Conference Award (Gold - \$1000+): None
- Student Conference Award (Silver - \$500+): James & Vera Lankford
- Student Conference Award (Bronze - \$250+): Deanna Meinke, Mary McDaniel, Elliott Berger, Benson Medical Instruments
- Student Research Award Sponsors: American Academy of Audiology Scholarship Foundation (\$1500)

The meeting resulted in a profit for NHCA of \$50,401. For events and income related to the Scholarship Foundation, see Section P.

The Conference was comprised of 24 platform lectures, including the Keynote Lecture by Richard Danielson, the Don Gasaway Lecture by Deanna Meinke, 33 posters, Saturday morning roundtable discussions, a 90-min. set of three concurrent sessions with six lectures each, the Safe-in-Sound Awards session, a special posthumous tribute to Doug Ohlin, and a luncheon lecture by Patrick Feaster. The speakers listed in the program included 55 names. The eight workshops included:

- Hearing Loss Prevention: The Basics (Tom Lloyd, Jim Jerome, Cindy Bloyer, Theresa Schulz, Laura Kauth, Mary McDaniel)
- Audio for Audiologist- Making Sense of Sound, Music and Sound Systems or The HearTomorrow AudioLogical Workshop- Audio System Theory for Hearing Professionals (Benj Kanters)
- The Ecology of Hearing Loss Prevention: Training Adults About NIHL (David Welch, Ravi Reddy)
- Practical Noise Control (Dennis Driscoll)
- Empowering Your Clients Who Already Have Hearing Loss- Helping Them Make The Most of Their Residual Hearing (Valerie Stafford-Mallis)
- Grab'em by Their Ossicles (Elliott Berger, Laurie Wells)
- Hearing Protector Performance and Fitting for Impulsive Hearing Conservationists (William Murphy, Greg Flamme, Donald Finan, James Lankford, Deanna Meinke, Michael Stewart)
- Vendor New Product Workshop
- PSP Workshop: Ancillary Respirator Fit services/CAOHC CPS/A & Work relatedness/Forum-Solution Driven

The following awards were presented at the Conference:

Outstanding Hearing Conservationist	Richard Danielson
Outstanding Lecture Award (2013)	Thais Morata
Outstanding Poster Award (2013)	None given since not enough votes were cast
Golden Lobe Awards	John Allen, Kara Cave, Laurel Davis, Colleen Le Prell, Evan Hass
Media Award	Gordon Hempton, <i>The Sound Tracker</i>

The Friday-evening Gala, a gaming night, was held in the Valencia Ballroom at the conference hotel.

**J. Annual Business Meeting**

A brief Business Meeting was held at the conference reviewing the year's accomplishments.

**K. Webinars**

The NHCA held webinars in conjunction with CAOHC in 2014.

- Promoting Prevention and Recognizing Success (Kara Cave)
- Assessing Hearing Protector Attenuation on Individual Ears (William Murphy)
- Audiometric Monitoring: Infection Control and Otoscopy (A.U. Bankaitis)
- A Shot of Prevention: Firearms and Hearing Protection (Deanna Meinke)
- Economics of Hearing Conservation Program and Noise Control (Dennis Driscoll)
- Advocating to Reduce the III- Effect of Noise Exposure (Peter Rabinowitz)

**L. Position Statements/Regulatory Involvement**

No activity in the time frame covered by this report.

**M. Changes to Bylaws and Policy and Procedure Manual**

The following changes were made to the Policies & Procedure Manual:

- Several edits throughout the Manual for purposes of clarifying or updating as necessary
- Reworking of specific task force descriptions
- Information on procedures for the nomination and approval of the Program Char and Chair-Elect

- A new section on “Conference Speaker Policies” (also found in Annex K with the presenter confirmation letters)
- More detailed information regarding job descriptions in Annex N – NHCA Member Job Descriptions
- Addition of Annex Q: Example Sponsorship Information (from 2014 conference vendor materials document).

**N. Slate of Candidates for 2013-2014**

Ballots were electronically distributed in December, 2013 with a due date of January 1, 2014. Unfortunately the data on the numbers of ballots returned was no longer available at the time of creation of this report.

President Elect	Kristen Casto
Director of Education	Majorie McCullagh
Director of Marketing and Public Relations	Marvin “Joel” Jennings
Director of Membership	Cheryl Nadeau
Member Delegate	Marilyn Morgan
Secretary / Treasurer	Nancy Wojcik

**O. Year-End Financial Statement**

The financial statements for the 7/1/13 - 6/30/14 fiscal year reflects a loss of \$4,181 vs. a budgeted loss of \$10,455. The decrease in the deficit was largely due to the \$21,111 received from the Blue Tooth Settlement. Conference costs, management fees, and publication of the IJA Supplement are the largest expenses incurred by the NHCA.

**P. NHCA Scholarship Foundation**

The foundation had another successful year. One Student Research Award (SRA) of \$5000 was granted. The American Academy of Audiology Foundation donated \$1,500 toward the SRA. The recipient was: Alyssa Lerner, University of Northern Colorado at Greeley.

Three Student Conference Awards of \$800 each were granted. A total of \$1625 was received for student conference awards including the funds from 5 sponsors listed below:

- Silver Donations (\$500) – James & Vera Lankford
- Bronze Donations (\$250) – Benson Medical Instruments, Deanna Meinke, Mary McDaniel, Elliott Berger

The Conference Award recipients were Kyle Geda, Western Michigan University, Britany Barber, University of Iowa, and Vincent Nadon, Ecole de Technologie Superieure

Fund Raising at the Conference yielded \$766 from the 50/50 Split, \$2,815 from the Silent Auction, \$1840 from the casino night, and the golf tournament yielded \$545. We also received \$1248 to the general endowment fund, \$1305 through donations at the time of conference registration, and \$500 as a donation from the American Academy of Audiology due to the honors given by NHCA to Dr. Danielson.

At the end of the fiscal year the assets of the Foundation were \$127,472, an increase of \$14,640 from the previous year.