ASHI held its annual business meeting on October 11, 2012. The business meeting was open to all ASHI members in attendance at the 38th ASHI Annual Meeting in San Juan, Puerto Rico. In addition to ASHI officers and directors, ASHI staff was also present.

Dr. Amy Hahn, President, called the ASHI Annual Business Meeting to order at 10:30 a.m. EST.

**Secretary’s Report**
Ms. Judy Baker, Vice President Operations, presented the minutes from the 2011 Annual Business Meeting for approval in the absence of Secretary Ms. Dorothy Levis.

- **MOTION:** A motion was made and seconded to approve the minutes from the 2011 Annual Business Meeting. It passed unanimously.

Ms. Baker reported the results of the 2012 election:

**President-elect:** John A. Gerlach, PhD, D(ABHI)
**Treasurer:** Elizabeth Trimble, MT(ASCP), CHS(ABHI)
**Board Member (Non-Doctoral):** Dean Sylvaria, BS, CHS(ABHI)
**Board Members (Doctoral):** Ms. Baker reported that Dr. Michael D. Gautreaux, PhD, D(ABHI) was appointed to fill Dr. Gerlach’s unexpired term.

Ms. Baker reported that the 2012 Bylaws Revisions were approved by a vote of the membership:
- The words "who are not prior full members“ have been added to the qualifications for the following membership categories: Technologist, Student/Fellow, International

Dr. Hahn thanked all outgoing officers, board members, committee chairs and ARB commissioners. Each received an award. All incoming officers and board members were introduced and officially started their term in their newly elected positions.

**Treasurer’s Report**
Ms. Doreen Jezek presented the 2011 audited financial summary, the 2012 projected year-end performance, and the investments status. Upon the completion of the Treasurer’s report, the floor was open to the membership to pose questions regarding the financial status of the society.

There being no questions, Ms. Jezek presented the 2011 ASHI Audit Report to the membership for approval.

- **MOTION:** A motion was made to approve the 2011 ASHI audit statement. The motion was seconded and passed unanimously.

**Committee Reports**
The following committee reports were presented:
Finance & Audit Committee: Ms. Lori Osowski, Chair, informed the membership that a new Request for Support form was approved by the board. It was created because the increasing number of requests for ASHI financial support or endorsement of other meetings created a need for a formalized process. This will help when the budget is planned.

External Affairs: Dr. Pollack, Chair, briefly summarized the work of ASHI liaisons to AABB, ABHI, ASBMT, AST, FACT, FOCIS, NMDP, SAEC, The Joint Commission and UNOS.

Publications Committee: Dr. Beth Colombe, Chair, reported the committee continues to review all materials before they are posted online, sent as eblasts, printed, or sent out as official ASHI comments. This includes the Quarterly and the membership directory. She is rotating off as chair and thanked all the committee members who have served over the years. Dr. James Mathew and Ms. Sharon Adams will be taking over as Co-Chairs.

Information Technology (formerly Web) Committee: Dr. Tait Stevens reported, in Chair Ms. Dorothy Levis’ absence, that the committee is re-examining its scope and responsibilities as the HLA field continues to become more technology-dependent. Also, the committee is focusing on improvements to make the ASHI website easier to navigate. Currently the website is inaccessible to many mobile devices and therefore changes will be recommended.

Scientific Affairs Committee: Dr. Allen Norin, Chair, stated that the SAC and National Clinical Affairs coordinated in developing new guidelines to clarify the responsibilities of each committee. A policy has been established that the chair or other representative of the SAC will be formally appointed to each year’s Program Planning Committee. Dr. Norin then reported on the committee’s participation at the international workshop held in Liverpool.

Education Committee: Ms. Lori Osowski, Chair, reported that the regional workshops were successful. The 2013 workshops will be held in Las Vegas, NV and Ft. Lauderdale, FL. ASHI-University and the procedure manual have been migrated to a new server where ASHI members can enjoy free access. There are a number of new modules being worked on.

National Clinical Affairs Committee: Dr. Geof Land, Co-Chair, stated that the committee has been very busy ensuring that ASHI’s voice is heard when public comments are sought by UNOS, OPTN, NMDP, FACT, CMS or government agencies. Not only does the committee provide an official ASHI response, but encourages the membership to comment as well. There are a number of new proposals being reviewed for comment now.

CPT Committee: Dr. Sandra Helman, Chair, reported that ASHI’s payment proposal for solid phase antibody codes was adopted by CAP as part of their proposal for all lab test payments and was similar to that proposed by several other societies. Final determination was to be published in November and go into effect January 1, 2013. The seven-member coalition of laboratory professional associations (including ASHI, CAP, NAME, AMP, ACMG, ACLA and ASCP) visited House Ways and Means and Senate Finance Committee members to seek sponsors for legislation to designate non-physician doctoral scientists with appropriate training and experience as Qualified Health Care Practitioners, permitted to bill Medicare directly from the Physician Fee Schedule for interpretive services for tests in the Molecular Pathology section of the CPT® codebook.

Membership Committee: In the absence of Chair Ms. Stephanie Skibby, Dr. Sam Ho reviewed how many members ASHI has in the different categories, then shared slides showing the new online membership renewal application. This now makes renewals fast and easy. He
then reported that the membership survey results, which were printed in the Quarterly, are being used to determine ways to improve membership benefits.

**Technologists’ Affairs:** Mr. Walt Herczyk, Division Head, said the committee will meet to determine goals that are in line with the new strategic plan.

**Directors’ Affairs:** Dr. Karen Sullivan, Chair, announced that the salary survey is definitely moving forward. A pre-survey was conducted to discover what response could be expected and the results were very good. Vendors will be identified by the end of the year and the survey sent out in 2013. The committee is also working with ASHI-U to create modules at the doctoral level. Anyone interested in helping with these is asked to contact the committee.

**International Affairs:** Dr. Derek Middleton, Chair, reported that the committee will be investigating the cost to produce slides or other A/V material for use by international labs. They are also identifying U.S. labs willing to host visitors from other countries for two to three weeks in order to train them in best practices. He thanked ASHI for its sponsorship of the Liverpool Workshop.

**Bylaws Committee:** Mr. David Kiger, Chair, stated that this committee recommended three bylaws changes that were approved by the membership, and that the revised Standard Policies & Procedures Manual’s individual sections are being sent out to the ASHI committees for final review.

**Awards Committee:** Ms. Lori Osowski, Chair, congratulated the outstanding group of awardees and reported that the J. Marilyn MacQueen award will now be handled by the Awards Committee and permanently supported by ASHI. The former J. Marilyn MacQueen Subcommittee was dissolved at its request, and a new name for the award will be determined shortly. Standard procedures for awards have been developed and approved by the board, with some fine tuning still to come. The new chair of the committee will be Ms. Doreen Jezek.

**Quality Assurance & Standards Committee:** Dr. Cyndi Taves, Co-Chair, reported that the committee has reviewed member responses to proposed changes to the 2011 standards. EFI Standards updates have been reviewed for ASHI Standards relevance. They are currently performing a crosswalk of the CAP Next-Gen Sequencing checklist with expectations to write Standards next year.

**PT Program:** It was reported by Dr. Susan Saidman that new pricing for the 2013 surveys were presented to the Executive Committee of the ASHI board, a new module for the AC (antibody screening/specificity and crossmatch) survey will be implemented, the new position of Assistant Data Manager was established, and the ELISA method was graded separately from other solid phase methods for the first time in the 2012 AC-1 survey. In addition, one cell in the 2012 AC-2 survey could not be used by most labs that received it. The committee will be meeting with the vendor to determine if there is a way to prevent this from happening again.

**Director Training & Review Committee:** The operations manual is in development and will be sent to the board for approval. Dr. Hahn noted that if there were any questions about new DTRC policies now in development that Ms. Kathy Miranda at headquarters should be contacted.

**Accreditation Review Board:** Dr. Mike Gautreaux, Program Director, reported that the updated operations manual is under CMS review, including the new accreditation grid outlining the new testing categories of accreditation. One full cycle using the new software was completed in
August with excellent reviews and minimal changes overall. The ARB is working to update inspector training modules with the goal of not requiring attendance at a half-day workshop for current inspectors.

**New Business**
A question was raised about possible discounts on *Tissue Antigens* or other journals, to which Dr. Hahn responded that ASHI was in talks with EFI and other organizations to explore instituting joint benefits such as this.

**Closing**
With no other new business, Dr. Hahn introduced the incoming President, Dr. Marilyn Pollack, who provided closing remarks to the Annual Business Meeting. The meeting adjourned at 11:55 a.m. EST.

The next Annual Business Meeting is scheduled for November 2013 in Chicago, IL.