Summary

Dr. Deborah Crowe, President, called the ASHI Board meeting to order at 8:05 am on June 12, 2009.

APPROVAL OF MINUTES

Mr. Albrecht presented the minutes and the summary of action items from the January 30, 2009 board meeting in Philadelphia. Changes were recommended and accepted by the Board. The minutes were approved unanimously.

OPERATIONS DIVISION

Executive Committee Report: The next board meeting will be held in conjunction with the ASHI Annual Meeting in San Francisco; however the locations for the 2010 board meetings needed to be determined. The Board agreed to hold the January 2010 board meeting at Association Headquarters in Mount Laurel, NJ. The June 2010 board meeting will be held in conjunction with the final ASHI Regional Workshop. The date and location for this meeting is not determined yet. The final 2010 board meeting will be held in conjunction with the ASHI Annual Meeting in Hollywood, FL.

Nominations Committee: The Board had already approved the slate of Board nominees via an email vote, however for the record, the following slate was approved in the minutes.

President-Elect: Geoffrey Land, PhD, HCLD

Treasurer: Doreen Jezek, MS, CHS, CLSP(MB)

Board of Directors (Non-Doctoral): 1 position available
Charlene Hubbell, BS, MT(ASCP), SBB
Liz Trimble, MT(ASCP), CHS(ABHI)
Danny Youngs, BS, CHS

Since Dr. Land’s role as a board member will not be complete until 2011 the Board will need to appoint a replacement once Dr. Land begins his role as President-Elect.

The Board reviewed and approved the following committee chair slate:

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<tr>
<th>DIVISION OF OPERATIONS</th>
<th>Term Ending</th>
<th>Recommended Replacement</th>
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<tbody>
<tr>
<td>Publications Committee</td>
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<tr>
<td>Chair: Beth Colombe</td>
<td>2009</td>
<td>Dr. Colombe asked to serve another three year term</td>
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<tr>
<td>DIVISION OF MEMBERSHIP SERVICES</td>
<td>Term Ending</td>
<td>Recommended Replacement</td>
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<tr>
<td>Membership Committee</td>
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<td>Chair: Andres Jaramillo</td>
<td>2009</td>
<td>Ms. Stephanie Skibby</td>
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<tr>
<td>Technologists’ Affairs Committee</td>
<td>Term Ending</td>
<td>TBD</td>
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<tr>
<td>Chair: Laura Underwood</td>
<td>2009</td>
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<td>Bylaws Committee</td>
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<tr>
<td>Chair: Lorita Rebellato</td>
<td>2009</td>
<td>Mr. David Kiger</td>
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Staff Report: The Board was provided with a staff hours report & staff activity report through April 2009. Staff hours are on target. The new ASHI web site is complete and staff has received positive feedback. Staff worked with volunteers to create an ASHI information kit for use in promoting ASHI to other societies. The ASHI membership brochure was revised in time to distribute at the recent American Transplant Congress. Staff conducted a survey to determine the approximate number of hours each committee member dedicates to ASHI each month.

Strategic Planning Update: A full day Strategic Planning Session is scheduled for Saturday, June 13, 2009 from 8 am – 5 pm.

EXTERNAL AFFAIRS DIVISION
Corporate Development Subcommittee: This committee was given an orientation on raising corporate support awareness. To date, ASHI has received $153,000 in corporate support with a goal of $183,000.

ASHI Liaison/Representative Reports:
UNOS: Dr. Crowe and Dr. Pancoska attended the UNOS Board meeting in Houston, TX in March 2009 as histocompatibility representatives. The problem with providing HTLV I/II antibody testing in the future was discussed. A task force was put together to discuss possible options.

NMDP: ASHI’s liaison to NMDP, Ms. Harriet Noreen, attended the NMDP Advisory Group Meeting held on February 10, 2009 in Tampa, FL. She reported that there have been many changes to the new WHO HLA nomenclature since September 2008. Dr. Fernandez-Vina will work with the NMDP to form a committee to address these changes.

FOCIS: ASHI’s liaison to FOCIS, Dr. Elaine Reed, reported that ASHI has been proposed as one of the permanent Steering Committee Representatives of FOCIS. The permanent Steering Committee representation will require ASHI to remain involved in FOCIS activities such as hosting satellite meetings, providing society members to review abstracts and suggestions for the program for the annual FOCIS meeting. ASHI was asked to make recommendations for Society participation for the programming of content for the next FOCIS meeting which is scheduled for Boston in June of 2010.

ABHI: There was nothing to report at this time.

The Joint Commission (TJC): Mr. John Hart, liaison to the Joint Commission, informed the Board that the decision to grant ASHI with deemed status is still pending. The Professional and Technical Advisory Committee (PTAC) for Laboratories held the third in the series of conferences on March 16, 2009. As a continuation of the Joint Commission Standards Improvement Initiative (SII), discussions of four (4) chapters of the SII were reviewed. The scope of the SII project includes revisions to the standards, redesign of the accreditation manuals, and redesign of the scoring and accreditation decision processes. The review included chapter specific documents relating to Document and Process Control, Emergency Management, National Patient Safety Goals and Quality System Assessment for Non-Waived Testing. Each organization had the opportunity to voice their opinions about these topics as each of the standards located in each chapter were discussed, line by line. Comments were recorded and will be taken into consideration as The Joint Commission finalizes the SII. This represents Phase II of the SII. In the fourth chapter discussed, Non-Waived Testing, the specialty testing for Histocompatibility was discussed. The next meeting of the PTAC will be in late summer.

AABB: Dr. Pancoska and Dr. Crowe will facilitate an HLA 101 course on October 25th at the AABB Annual Meeting in New Orleans. Dr. Land will serve as Director/Moderator.
SAEC: Dr. Maria Bettinotti, ASHI’s liaison to SAEC (serious adverse events consortium), attended a
FDAAA meeting in June where she educated them on methodology for pharmacogenetics. She asked the
FDA how ASHI can better help the FDA and offered that ASHI could serve as the advisor to the FDA on
issues of pharmacogenetics.

ASBMT: Dr. Fernandez-Vina, ASHI’s liaison to ASBMT, will participate as a member of their Professional
Relations Committee. ASHI responded to concerns expressed by ASBMT about the implementation of
the new patient safety standards that laboratories performing HLA typing for hematopoietic stem cell
transplantation (HSCT) must meet in order to be accredited by ASHI. Dr. Fernandez-Vina attended an
ASBMT meeting to make a presentation about the rationale and implementation date for the new
standard. The standard was well accepted by the ASBMT Board. The Foundation for the Accreditation
of Cellular Therapy (FACT) will work with ASHI to incorporate the new standard.

WLIT: An organization called Women Leaders in Transplantation (WLIT) was newly formed. A steering
committee has been organized and Dr. Elaine Reed will represent the immunogenetics community on
that steering committee. ASHI will promote WLIT on the ASHI website and in an upcoming issue of the
ASHI Quarterly.

TREASURER’S REPORT
2008 Audit Report: The results of the 2008 audit report were presented and approved.

Activity which shows the more detailed financials was presented and approved by the Board.

April 2009 Financial Statement: The Board was presented with the April 2009 financial statement.
They reviewed ASHI’s current assets and liabilities. ASHI currently has 87% of its operating expenses in
reserves. ASHI’s portfolio stands at -.09% which is better than the S & P at -2.30%. The Board approved
the April 2009 financial statement as presented.

2009 Budget: At the January board meeting, the Board approved the 2009 budget with the contingency
that the budget would be reevaluated in June as there were some unknowns at that time. Mr. Albrecht
provided the Board with an updated budget spreadsheet with highlighted changes. The Board re-
approved the 2009 budget with a caveat that the Executive Committee receives regular updates to staff
hours so that staff hours can be adjusted if necessary.

Amedco Update
ARB: According to leaders of the ARB, services provided by Amedco have improved.

PT: The surveys are being finalized and will be submitted to the software designers. The site will be beta
tested in September so that orders can begin to be placed shortly after that.

ASHI-U: There are new modules posted to the ASHI-U site and better communication with Amedco.

ACCME: ASHI staff is finalizing the required documents for certification.

SCIENCE AND EDUCATION DIVISION
Scientific & Clinical Affairs: The SCAC has reviewed ASHI-U modules and is working on a strategy for

ASHI-U: This subcommittee proposed a modification to the ASHI-U website to allow institutions to
purchase and distribute modules to individuals within their facilities. The Board discussed this and was in
favor of modification. They requested a formal proposal for further consideration.
Regional Meetings: Feedback from the New Orleans and Los Angeles workshops was positive. Attendees stated that the workshops were educational, tech friendly, and had appropriate content. Due to institution’s budgets and attendance at the 2008 regionals thus far, the Board recommended and approved that the workshops be reduced to two instead of three in 2010. Locations are not yet determined.

2009 Annual Meeting - Hyatt Regency San Francisco - Monday, November 2- Friday, November 6: The preliminary program was reviewed in detail. Plans are on schedule and speakers are confirmed. Banquet options are being discussed.

Future Annual Meetings:

2010
Location: Hollywood, FL  
Hotel: Westin Diplomat Hollywood Florida  
Dates: Saturday, September 25 – Wednesday, September 29

2011
Location: New Orleans, LA  
Hotel: Sheraton New Orleans  
Dates: Monday, October 17 – Friday, October 21

2012
Location: San Juan, PR  
Hotel: Sheraton Puerto Rico Convention Center  
Dates: TBD

2013
Location: Chicago, IL  
Hotel: Sheraton Chicago Hotel and Towers  
Dates: TBD

2014
Location: Denver, CO  
Hotel: Sheraton Denver Downtown Hotel  
Dates: TBD

MEMBERSHIP DIVISION
Membership Committee: The Membership Committee proposed Honorary Membership status for Dr. Paul I. Terasaki. The Board approved of this, however ASHI’s Bylaws state that the membership has to approve as well, therefore this vote will be on the upcoming election ballot.

Currently, Technologist members are eligible to maintain their membership status for three years. After that period of time they are only eligible to be Full Non-Doctoral Members. The Membership Committee proposed that there be no expiration date. The Board discussed this recommendation and agreed that a financial analysis of the impact of approving this is needed.

In 2008, all Associate Members were re-classed as either Full Non-Doctoral or Full Doctoral Members. There are 30 people that joined ASHI as Associate Members in 2006 & 2007. Currently, only 11 of these former Associate Members have renewed at the Full Membership Category. The Membership Committee recommended that ASHI offer the Technologist Membership to all former Associate Members that joined ASHI in 2006 & 2007, including the 11 current Full Members. This would be for a two year period. The Board approved this recommendation.

As of May 12, 2009, ASHI has a total of 1,120 members. One hundred and eighty six (186) new members have joined ASHI in the new Technologist, Student, and International Associate categories. These new members now represent a 16.6% of the total membership.

The current breakdown of the ASHI membership is as follows:
Awards Committee: Ms. Kathy Miranda worked with Mr. Gary Teresi, Chair, to develop a four part awards campaign. ASHI received more nominations this year than in the past two years. Candidates are being reviewed.

Technologists' Affairs Committee: This committee continues to work on modules for ASHI University.

Directors’ Affairs Committee: There was nothing to report at this time.

CPT Task Force: In February, Dr. Sandra Helman presented a proposal for new CPT codes for non-cytotoxic (flow) crossmatch testing to the AMA CPT Editorial Panel. A proposal for new codes for molecular HLA typing was withdrawn due upon recommendation of the Pathology Coding Caucus. The CPT Task Force is preparing to submit a revised typing proposal and a proposal for solid phase antibody detection and identification to the AMA CPT Editorial Panel for the 2011 code book. ASHI will present a proposal for payment for new HLA CPT codes for the 2010 Medicare Clinical Laboratory Fee Schedule at the meeting on July 14th in Baltimore at CMS.

Bylaws Committee: This committee continues to work on updating the SPPM, but progress is slow. The current SPPM was once again submitted to Division Heads and Committee Chairs as it is very outdated. The committee is developing a new standard format for all committees.

International Affairs Committee: There was nothing to report at this time.

PROFESSIONAL STANDARDS DIVISION

Proficiency Testing Committee: Mr. Danny Youngs and the PT Committee are working on finalizing the survey requirements for the 2010 surveys so that the software developers can complete the online ordering, results entry and reporting. The Board agreed with the PT Committee’s recommendation to table the effort to provide a CMS-approved ABO survey at this time as the requirements for approval appear to be more stringent than ASHI can effectively comply with at this point.

Accreditation Review Board: The Board approved of two new commissioners, Mr. Dean Sylvari and Dr. Afzal Nikaien, as well as new junior co-chair Maurine Davidson, middle co-chair Mike Gautreaux, senior co-chair Walt Herzycyk and program director John Gerlach effective November 1 2009. The Board reviewed and approved four policies including Procedure for Investigation of Complaints/Grievances against a Laboratory (O-25-8), Inspector Training Coordinator/Immediate-Past Program Director (A-23-09), and Policies (A-22-09). They also approved policy A-24-09, Implementation Date of New Standards, with the caveat that the final line be removed which reads “Standards which are less stringent than previous standards are effective immediately.”

Directors’ Training Review & Credentialing Committee: Templates for various aspects of the training and credentialing processes have been completed and are currently in use. Discussions have occurred between QAS, CMS, ARB, and UNOS concerning the discordance between the respective group’s standards for Director and Technical Supervisor. Ms. Penny Myers of CMS reviewed ASHI’s requirement for Technical Supervisor, and concluded that ASHI’s requirements are equal to, or more stringent than,
the corresponding CLIA condition-level requirement. She recommended that at the time of the next revisions, the document clearly distinguishes between the two positions.

**Quality Assurance & Standards Committee:** The 2009 ASHI Standards were sent to the Board for comments and approval in May and are now out for public comment. FACT has been in contact with the QAS Committee regarding standards for the minimum loci and resolution for related donor transplantation. The Board agreed that ISO standards should be compared to ASHI standards to determine if ASHI should pursue ISO compliance.

**COMMUNICATIONS DIVISION**

**Publications Committee:** Through discussion, it was determined that a sub-committee of the Publications Committee be formed to work specifically on the ASHI Lab Manual. Dr. Pancoska offered to lead this effort with Dr. Baxter Lowe and Dr. Beth Colombe. The Publications Committee continues to review documents sent by the ASHI office and other ASHI members.

**Web Committee:** The new website received positive feedback. It is imperative that each division review their respective portions for the website for timeliness and accuracy often so that the site can remain fresh.

**NEW BUSINESS**

As there was no other new business, Dr. Crowe adjourned the Board meeting at 4:30 pm EDT on Friday, June 12, 2009. A full day strategic planning session will take place on Saturday, June 13, 2009.