

**NATIONAL SOCIETY FOR HISTOTECHNOLOGY  
HOUSE OF DELEGATES  
SEATTLE, WASHINGTON  
SEPTEMBER 29, 2010**

- I. CALL TO ORDER - The Speaker of the House, Janet Tunncliffe called the 35<sup>th</sup> Annual Session of the National Society for Histotechnology House of Delegates to order at 1900 hr. Secretary of the House, Rose Clarke was present and Kevin Connelly served as the parliamentarian.
- II. ADOPTION OF THE CREDENTIALS REPORT.

A. The Credentials Committee Report was given by Chair, Rae Staskiewicz.  
Credentials Committee Report

House Members	Possible	Qualified	Credentialed	Seated
HOD Speaker	1	1	1	1
HOD Secretary	1	1	1	1
Officers	5	5	4	4
Regional Directors/Alternates	9	17	12	9
Appointed Committee Chairs/Alternates	13	19	15	13
Elected Committee Chairs/Alternates	4	7	5	4
Constituent Society Presidents/Alternates	40	41	30	25
Constituent Society Delegates/Alternates	96	72	55	50
Non-Constituents Areas Representatives	10	5	3	3
<b>Total</b>	<b>179</b>	<b>168</b>	<b>126</b>	<b>110</b>

Constituent Societies w/o Credentialed Representation	Non-Constituent Areas w/o Credentialed Representation
Alabama	Alaska
Delaware	District of Columbia
Kansas	Idaho
Kentucky	North Dakota
Maine	South Dakota
Mississippi	Wyoming
Nevada	US Possessions & Territories in the Atlantic (US Virgin Islands)
Oklahoma	US Possessions & Territories in the Pacific (American Samoa, Guam, Marshall Islands, Federated States of Micronesia, Northern Marianas, Palau)
Oregon	
Pennsylvania	
Puerto Rico	
Rhode Island	
South Carolina	
Utah	
Virginia	
Vermont/New Hampshire	
West Virginia	

B. Adoption of the Credentials Report

As directed by the Credentials Committee, I move the adoption of the Credentials Report as the official roll of the voting members of the House of Delegates.

Rae Staskiewicz

**ADOPTED**

III. ADOPTION OF THE HOUSE RULES

A. Bylaws Committee Chair, Mark Elliott read the House Rules.

B. Adoption of the House Rules

As directed by the Bylaws Committee, I move the adoption of the House Rules.

**Bylaws Committee (Mark Elliott, Chair)**

**ADOPTED**

IV. ADOPTION OF THE MEETING AGENDA

A. Bylaws Committee chair, Mark Elliott withdrew Agenda Item VII.D.1a

SUBJECT: Clarification of “Under Suspension” and “Revocation”

**Bylaws Committee (Mark Elliott, Chair)**

**WITHDRAWN**

B. Adoption of the Agenda as printed and corrected.

I move the adoption of the Meeting Agenda as printed and corrected.

**ADOPTED**

V. APPOINTMENTS

A. Minutes Committee to approve Minutes of the House session.  
Paul Billings  
Ellen Gill  
Dot Kuebler

B. Doorman – Glenda Hood

C. Chief Teller and Tellers  
Sumiko Sumida – Chief Teller

Tellers  
Mequita Praet  
George Hoernig  
Jan Gardner

D. Timekeeper – Cathy Locallo

E. Parliamentarian – Kevin Connelly

VI. ELECTIONS

A. Speaker of the House – Total # of Votes cast - 109

Nominations/Votes:

Janet Tunnicliffe ---- 58  
Konnie Zeitner ----- 51

**ELECTION----- JANET TUNNICLIFFE**

B. Secretary of the HOD

Nominations:

Lisa Jackson

**ELECTION----- LISA JACKSON**

C. Bylaws Committee Chair

Nominations:

Mark Elliott

**ELECTION ----- MARK ELLIOTT**

D. Credentials Committee Chair - Total Number of Votes Cast - 109

Nominations

Elaine Basham--- 33  
Monty Hyten----- 47  
Sarah Mack----- 29

**ELECTION ----- MONTY HYTEN**

E. Judicial Committee Chair and Members

The following comprise the current Judicial Committee

1. Lena Spencer, Chair – term expires 2010
2. Larry Fields – term expires 2010
3. Dot Kuebler – term expires 2010

- 4. Vincent Della Speranza – term expires 2011
- 5. Sheri Blair – term expires 2011

F. Judicial Committee Chair

Nominations:

Lena Spencer

**ELECTION ----- LENA SPENCER**

G. Judicial Committee Member # 1 - Total Number of Votes Cast – 108  
Illegal Votes - 2

Nominations/Votes:

Jim Burchette ----- 22  
Larry Fields ----- 22  
Dot Kuebler ----- 27  
Linda McDonald ----- 16  
Jeannette Wallen -----19

**ELECTION ----- DOT KUEBLER**

H. Judicial Committee Member # 2 – Total Number of Votes Cast – 108  
No illegal votes

Nominations/Votes:

Jim Burchette ----- 36  
Larry Fields ----- 27  
Linda McDonald ----- 21  
Jeannette Wallen ----- 24

**ELECTION ----- JIM BURCHETTE**

I. Nominations -Election Committee Chair – Total Number of Votes Cast – 107  
Illegal Votes - 0

Nominations/Votes:

Cindy Higginson----- 72  
George Hoernig ----- 35

**ELECTION ----- CINDY HIGGINSON**

## Members of the Nominations- Election Committee

Region 1 ----- Mary Georger  
Region 2 ----- Barbara Bujak  
Region 3 ----- Elaine Basham  
Region 4 ----- Renee Walker  
Region 5 ----- Colleen Forster  
Region 6 ----- Sandra Christiansen  
Region 7 ----- George Hoernig  
Region 8 ----- Rochelle Nabal  
Region 9 ----- Verner Hurst

## VII. REPORTS

The reports have been distributed to the members and updated at the General Membership meeting.

UPDATE: Legislative Committee Chair, Colleen Foster stated that there has been confusion on the Legislative committee and NSH's role in licensure. Members have the impression that the Legislative committee can step into to their state's legislative process to stop a bill in progress or to insist on changes they would like. The Legislative committees has set goals to educate the members on the process of how an action becomes a bill, to continue to work with the committee in designing the licensure tool kit for states to use as guidelines, to contact region directors for assistance on obtaining members to watch the legislative activities in their state/region, to support BOD in writing a position paper for NSH on our stand on state licensure and to do a better job of communicating with the NSH and office staff in completing these goals.

### A. REPORTS OF OFFICERS

The reports of the Officers stand as reported in the Annual Report and updated at the General Membership meeting.

### B. REPORT OF THE BOARD OF DIRECTORS

BOD Secretary, Jennifer Hofecker, reported the Board of Directors Report stands as presented at the General Membership Meeting.

One action required a motion to the HOD

SUBJECT: Policy and Procedure change

Submitted by: Board of Directors

**MOTION:** On behalf of the Board of Directors, I MOVE THAT the contents of the Code of Ethics and Conflict of Interest Policy and Procedure for members of the BOD, Committee Chairs and Appointees documents be approved. The approval will allow

changes to be made to align document format with current NSH policy and procedure style.

*Rationale:* This Code of Ethics and Conflict of Interest Policy will serve as a code of conduct for members of the BOD, Officers, Committee Chairs, Appointees and Task Force members. This code of ethics is in addition to the Code of Ethics for the general membership.

**Jennifer Hofecker on behalf of BOD**

**ADOPTED**

Seconded by: Kerry Crabb

C. REPORTS OF APPOINTED STANDING COMMITTEES

The reports of the Appointed Standing Committees stands as printed in the Annual Report and updated at the General Membership Meeting.

D. REPORTS OF ELECTED STANDING COMMITTEES

1. BYLAWS COMMITTEE REPORT

1a. SUBJECT: Clarification of “Under Suspension” and “Revocation”

**Bylaws Committee (Mark Elliott, Chair)**

**WITHDRAWN**

1b. SUBJECT: Temporary Region Director

Submitted by: Michael Ho

**MOTION:** I MOVE THAT in Article VI - Board of Directors, Section 6 - Vacancies to insert “If a Region Director is unable to fulfill their duties for a short time, the President will appoint a temporary replacement in consultation with the Region Director, if possible. The Acting Director may be, but not limited to, the Immediate Past Region Director, Constituent Society President from the Region, or another eligible member of the current House.” at the end of that section. *(page 10, line 38).*

*Rationale:* There currently is no provision in the Bylaws as to who would take over the duties of Region Director temporarily if the current Region Director is unable to do their duties for a short time period; i.e. if they were hospitalized, or they were out of the country for an extended length of time for work. Depending on when this occurs, it could affect the running of the Region.

*Discussion:* Suggestion made to include a revision to the motion to set a time frame.

With the approval of the Bylaws Committee Chair, the motion was amended by general consent to read:

**AMENDMENT MOTION # 1: Agenda Item VII. D. 1b**

**MOTION:** I MOVE to insert of *'up to 3 months'* between temporary replacement and *'in consultation with the Region Director'*.

*The motion will now read:* If a Region Director is unable to fulfill their duties for a short time, the President will appoint a temporary replacement of up to 3 months in consultation with the Region Director, if possible. The Acting Director may be, but not limited to, the Immediate Past Region Director, Constituent Society President from the Region, or another eligible member of the current House." (page 10, line 38).

*Discussion:* The amended motion still does not state that the power will be re-instated back to the temporarily inactive region director at the end of the 3 month period.

**Bylaws Committee (Mark Elliott, Chair)**

**DEFEATED**

1c. SUBJECT: Clarification of "2/3 vote" in Article XII – Disciplinary Action

Submitted by: Janet Tunncliffe

**MOTION:** I MOVE THAT in Article XII – Disciplinary Action to insert: "of the HOD" between the words "A two-thirds (2/3) vote", and "shall be necessary to suspend, revoke or require resignation." (page 17, line 6).

*Rationale:* Currently there is confusion as to which body the 2/3 vote applies, the Judicial Committee, or the HOD. This motion is intended to rectify that confusion.

*As adopted, Article XII now reads:*

Any member or group of members in good standing may file a written complaint to the Judicial Committee because of non-compliance with the Code of Ethics, the Bylaws, or Articles of Incorporation or other detrimental act toward the Society, of a member, officer, or Constituent Society. The accused shall be notified by registered mail thirty (30) days prior to any meeting, including a conference call, of the Judicial Committee to consider the complaint. A statement of reasons for the proposed action shall accompany said notice. The accuser(s) has the burden of proving the allegations against the accused beyond a reasonable doubt and must supply witnesses if they are deemed necessary. Notification to witnesses shall be by registered mail thirty (30) days prior to the hearing. The accused has the right to be present and if confronted by witnesses, the right to examine and cross-examine. The accused has the right to appeal the decision of the Judicial Committee to the House of Delegates within ninety (90) days of the decision. If an appeal is made, the accused has the right to legal counsel of their choice and at their own cost. The final decision rests with the House of Delegates who shall grant oral hearings upon an appropriate and timely appeal, or consider the matter on record. All disciplinary matters shall be held in total confidentiality by the Society. No accused shall be denied any privileges until a decision is rendered by the House of Delegates. Disciplinary action taken may include suspension or revocation of membership or representation in the case of an individual member or a Constituent Society. For an officer, resignation from the office may be required. A two-thirds (2/3) vote of the HOD shall be necessary to suspend, revoke or require resignation. An organization whose Constituent Society status has been revoked may petition for such status in accordance with the provisions set forth in Article IV, Constituent

Societies, provided no other organization has been granted the privilege for that area in the interim.

**Bylaws Committee (Mark Elliott, Chair)**

**ADOPTED**

2. NOMINATIONS -ELECTION COMMITTEE REPORT – Cindy Higerson

The Nominations- Election committee successfully conducted the 2010 NSH election via electronic balloting. An outside election vendor, Vote-Now, was utilized to conduct the election.

Total Savings realized was \$ 6, 393.60

Cost of 2008 election via paper ballot – \$9844.73

Cost of 2010 election via electronic ballot – \$3451.13

Two questions regarding candidate eligibility were submitted by the Nominations- Election Committee to the Judicial Committee for an official ruling. Those rulings were communicated to the candidates in question by the Nominations-Election Chair.

Recommendation based on the recent experience with the 2010 election:

1. Better education of the voting members on the appropriate place to record comments.
2. Investigation into the ability to use a last name first name, field on the ballot for write- ins, rather than a blank field to aid in issues with comments.
3. Adding the election closing date on the actual ballot or adding an abstained check box on the ballot.
4. Developing a Policy and Procedure that includes the cut-off date for eligibility to vote.
5. Procedure addressing withdrawal of a candidate and/or no candidate for office be written and included in the Nominations-Election Policy and Procedures.
6. Complete revision to the Nominations-Election Policies and Procedures now that we have completed the process of holding an electronic election.

ELECTION DATA: The written copy of the Nominations- Election Committee report has been scanned and is attached to the file copy of the minutes.

3,104 eligible voters

798 electronic ballots were received

Return rate for all ballots was 25.7%.

Ballots received by region are as follows:

Region I:	80 ballots
Region II:	93 ballots
Region III:	121 ballots
Region IV:	104 ballots
Region V:	28 ballots
Region VI:	79 ballots
Region VII:	66 ballots
Region VIII:	92 ballots
Region IX:	81 ballots

Cindy Higginson stated that “with electronic voting, we no longer receive invalid ballots”.

A comparison of the election data to the 2008 election was performed. In 2008 the overall return rate was 21% with only 18% eligible for count.

The Nominations - Election Committee declares that the following were elected by a plurality vote:

President	-----	Kerry Crabb	---- 766 votes
Vice President	-----	Beth Sheppard	---- 760 votes
Secretary	-----	Jennifer Hofecker	--- 763 votes
Treasurer	-----	Diane Sterchi	----- 489 votes

**DIRECTORS**

Region I	-----	Angela Fogg	--- 77 votes
Region II	-----	Carol Barone	--- 90 votes
Region III	-----	Jerry Santiago	--- 119 votes
Region IV	-----	Rae Staskiewicz	-- 54 votes
Region V	-----	Sharon Walsh	---- 4 votes
Region VI	-----	Jan Gardner	--- 44 votes
Region VII	-----	Andi Grantham	--- 64 votes
Region VIII	-----	Kathy Rohrbach	--- 91 votes
Region IX	-----	Ann Lynde	---- 79 votes

On behalf of the Nominations -Election committee, I move that the ballots both written and electronic and tally sheets from the 2010 Elections be destroyed at the close of this session of the House of Delegates.

**Cindy Higginson**

**ADOPTED**

**VIII. ANNOUNCEMENTS**

On behalf of the NSH, the Speaker of the House thanked all the outgoing Officers and the members of the Board of Directors, Secretary of the House, Committee members and Appointees for their service to the society from the 2008-2010 term and their continued service to the histology profession.

In the absence of the Immediate Past President, Vincent Della Speranza, the Former Past President Lena Spencer, swore in the newly elected Members of the Board of Directors and the Secretary of the House of Delegates.

Speaker of the House also thanked the incoming officers for their commitment to serve for another 2 years, and all the delegates for making this a successful house meeting – without the members representing their state and their region, the society cannot function in an appropriate manner.

**IX. ADJOURNMENT**

The Speaker of the House adjourned the National Society for Histotechnology House of Delegates at 2220 hr.