

N · E · W · S

PRESIDENT'S MESSAGE Frazier Bronson

According to tradition, I have to write about all the good things we have done this year, or hope to have done by the time you read this. That also means that my term as President is about up and Jim Bogard will soon take over. It's been great following Tom Buhl and having Jim and the other Executive Committee (EC) members to work with. We have indeed been busy, as you can see by the minutes of the summer meeting.

At our awards luncheon in Spokane, we recognized Dade Moeller as this year's recipient of the prestigious William McAdams Award. He then blessed us with a very entertaining acceptance speech. We also acknowledged the outgoing Board, Committee and Panel members with certificates and plaques. The Academy functions because of the 103 CHP volunteers working to support it. If you want to help in this rewarding process, let any EC member know about it.

Congratulations are also in order to Tom Buhl. He did a fantastic job organizing the Academy Special Session on BIER VII. His speakers kept the large plenary session room full of interested HPs all day long. Unfortunately, he sets an unreachable standard for next year's session organizer – me. Since I like instrumentation, I have convinced Paul Frame to help me organize it. We will have speakers on various instrumentation topics talking a bit about the history and the present, but also about what they see in the future.

This year, we also have achieved two steps in recognition of Certification. NY State has officially recognized ABHP Certification as meeting the test of expertise for licensure

as a Medical Health Physicist. Thanks go to Brian Methe' for his help there. We have also been successful in Georgia where the Governor signed a bill to protect the title of Certified Health Physicist. We were joined in that effort by HPS, NRRPT, and AIHA. There is also a title protection process ongoing in Ohio. That AAHP effort was lead by Howard Dickson, and is now the responsibility of a new standing committee formed at the Spokane meeting. Tom Buhl is the chair of the new Title Protection and Professional Recognition committee. We

are also back on track with the registration of CHP, Certified Health Physicist, and our logo with the United States Patent and Trademark Office. We think we have resolved the impediment of another group claiming to be CHPs also; they agreed to support our application.

The Academy's main role is to support the important function of the ABHP, which includes representing the Academy membership in the appointment of new Board members. Please welcome Nora Nicholson and Cheryl Olson to the Board.



IN THIS ISSUE

PRESIDENT'S MESSAGE.....	1
ANNUAL MEETING MINUTES.....	2
OFFICER REPORTS.....	2
COMMITTEE REPORTS.....	3
REPORT OF THE ABHP.....	5
CONTACT INFORMATION.....	14
CHP SALARY SURVEY.....	20

ABHP HOLDS SUMMER MEETING.....24
INFORMATION FROM THE TREASURER.....24

We have two major initiatives going. One is to increase communications about the Academy activities to the membership. You should see many more articles and notes in the CHP Corner in the future. The second is to clean up our records. The SOPs and Charters are in pretty sad shape. We are adding an additional “Good Things To Know” informal document to each Officer and Chair position. This is intended to provide the newcomer with tips and tidbits passed down from previous incumbents. Jim Bogard is heading an ad-hoc committee to clean up past sins and to organize these documents.

Well – that’s all. It’s been fun.

There have been over 2100 of us Certified since the process began. There are about 1300 active and about 200 Emeritus CHPs, and those numbers have been steady for the past few years. One group that is steadily growing is the Deceased category. I’m thinking about appointing a blue ribbon committee to study what we can do to reverse that alarming trend.

Our finances are sound, and our reserves are according to our plan. This year’s budget is predicted as a deficit, as they always are, but our committees are traditionally frugal and don’t spend all that they budget, as we predict will happen this year. So we expect to end up OK. All dues and fees have been kept at current levels, except for the AAHP 1-day courses which increased by \$25 to \$200.

**AMERICAN ACADEMY OF HEALTH PHYSICS
EXECUTIVE COMMITTEE**

**Minutes of 2005 July 9 & 10
Spokane, WA**

1.0 Frazier Bronson called the meeting to order.

2.0 Frazier Bronson welcomed members and guests.

President Bronson confirmed the presence of the required quorum and welcomed those present, including:

Executive Committee Members:

- Frazier Bronson - President
- James Bogard - President-Elect
- Thomas Buhl - Past President
- Gary Kephart - Secretary
- Paul Stansbury - Treasurer
- Regis Greenwood - Director, Parliamentarian
- Brian Methe’ – Director
- James Yusko - Director
- Ken Eger - Finance Committee

- Mary Birch - (Ex Officio), ABHP chair
- Nancy Johnson - Program Director

Committee Members/Representatives:

- David Bernhardt - Professional Development
- Kyle Kleinhans – CHP Corner/News Editor
- Scott Medling - Webmaster

Liaisons:

- Earl Fordham - CRCPD

Guests:

- Robert Miltenberger - Secretary-Designate
- David Myers - Director-Designate
- Jim Willison - ABHP Vice Chair

3.0 Discussion and Approval of Agenda

The meeting agenda and handout packet had been distributed electronically to the Executive Committee in

advance of the meeting.

4.0 Approval of Minutes of February 2005 Meeting

Secretary Gary Kephart had provided a draft of the meeting minutes from the Executive committee meeting held in New Orleans.

5.0 Reports of 2005 Officers

5.1 President's Report

President Bronson briefly summarized his written report which had been included in the meeting packet. He noted that numerous items had been included in the meeting agenda for further discussion or action. Frazier emphasized the importance of contribution to / utilization of the newsletter as a communication tool.

5.2 President-Elect

Jim Bogard summarized his written report. He noted that most of his focus had been on the identification of replacement committee members and chairs.

5.3 Past President

Tom Buhl went briefly through his written report. He announced that the ad hoc Committee has scheduled a separate meeting later in the week on the title protection work. Progress on the title protection initiatives to-date was summarized. Tom has worked extensively on preparations for the Academy Special Session. Tom also noted that he had been privileged to assist as one of the ABHP Part II reviewers.

5.4 Secretary

Secretary Gary Kephart noted that no SOPs have been modified or updated since the previous annual reviews. Efforts to update the strategic plan were summarized.

5.5 Treasurer

Paul Stansbury provided a handout for his report which indicated that the Academy Finance Committee had met in McLean VA on May 20, 2005. Paul summarized the performance of the Academy investments, the efforts of the Financial Advisor relative to the performance criteria of SOP 2.4.1, and the recommendations flowing out of the Finance Committee deliberations.

5.6 Parliamentarian

Regis Greenwood reported that around half of the Academy standard operating procedures [SOPs] -- existing at least in draft -- are not accessible on the Academy web site. Several drafts seem never to have been approved.

Regis proposed renumbering of all the SOPs to a single numbering scheme that now appears in a draft SOP on SOPs. This SOP will also layout the format for SOPs and both the SOP numbering system logic and a consistent heading/subheading layout.

Regis indicated that the ongoing project to clean-up the Academy paper trail has proven not to be straightforward, partly because it became evident that several SOPs apparently had never been approved.

Regis provided a handout with the table of existing SOPs and both current and proposed responsible parties within the Academy to "own" the SOP for review, revision, and implementation.

Regis also noted that he had prepared a proposed reformatting of the Academy Bylaws.

6.0 Committee Correspondence and Reports

6.1 Appeals Committee

Frazier Bronson reviewed the Committee Report submitted by Cindy Bloom, Chair. It noted that there have been no appeals brought before the Committee during the prior year, and that the annual review of SOP 2.1 revision 0 had not resulted in any recommended modifications to the procedure. The Committee chairman's GTTKAMJ draft was also submitted and included in agenda package. It was noted that this GTTKAMJ draft had utilized numerous web links to keep the good things to know document concise .

6.2 Continuing Education Committee

Frazier Bronson summarized this report, which had been submitted by Committee Chair Jeff Kotsch, and included in the agenda package. The report summarized the continuing education opportunities and attendance at the New Orleans and Spokane meetings. 130 applications for Continuing Education credits had been processed by the Committee since the Mid-Year HPS meeting (New Orleans).

The report indicated revision recommendations would be forthcoming for the SOPs 2.2.1 and 2.2.2. It was indicated that clarification of instructor deadlines and options for disposition of instructor "special" requests, were among the enhancements the Committee wishes to incorporate into procedure revisions. The Committee report also indicated that SOP revisions hope to include Committee deliberations regarding continuing education credits for completion of other professional certifications AND more concrete direction regarding maintenance of certification via independent study and distance learning opportunities.

6.3 Exam Site Selection Committee

Nancy Johnson led the Executive Committee discussion of the written report provided by the Exam Site Committee. It was clarified that the standing Ohio location is typically near Columbus although it had been moved to Cleveland for the 2001 annual meeting. The GGTNAMJ for the Exam Site Committee has also been completed and was included in the Executive Committee agenda packet.

6.4 Finance Committee

Ken Eger was present and presented this report on behalf of the Finance Committee. He noted that the Committee met last May to review Committee Chair budget requests and to interview the Academy's financial advisor. Ken presented the Committee's recommendations for the FY 05-06 Academy budget. The presentation on the Finance Committee report also included an explanation of how the

tabulated expense report should be assessed. It was noted that Ken has submitted his GGTNAMJ draft and incorporated the previous treasurer's remarks.

The Finance Committee has conducted the recommended annual review of their SOP. Ken indicated that the one proposed enhancement from this review suggested that the specific reference to the investment performance benchmark Lehman Brothers Government/Corporate index [LBGC], which has a controlled/subscription access, might be enhanced by conversion to a suitable index that is available publicly.

6.5 Nominating Committee

Committee Chair Jerry Hunt had provided a written report which was reviewed by the Executive Committee. It was noted that the Committee is currently soliciting nominations for the 2006 election of Academy officers.

6.6 Professional Development Committee

The Professional Development Committee's report discussed the amendment of the Healthcare RSO SQ/P, the Committee's draft SOP, and the proposed expert witness guidance document. In discussing the Committee report, Frazier noted that the Committee planned to convene later during the HPS meeting week in Spokane. The Committee report noted that a working draft of the expert witness guidance document is currently in review and input from several attorneys active in HP related litigation has already been incorporated.

The Committee report noted that periodic review of the SQ/P documents has been completed as of 5/1/05, however, there was no mention of a Committee decision on establishing and documenting SQ/P review periodicity.

The EC noted that the intent of the action item was to encourage the Committee to assess whether such a review periodicity should be explicitly called out in future revisions and newly issued SQ/Ps.

6.7 Professional Standards & Ethics Committee

David Bernhardt was present and reported on behalf of the other Professional Standards and Ethics Committee members. No ethics complaints against a CHP were filed, thus there was no Committee activity in this area. Other activities of this Committee involved proposed revision of Committee Standard Operating Procedures.

6.8 Liaisons' Reports

6.8.1 ABMP

President Bronson noted that a status report letter from Dr. Geoffrey Clarke had been included in the agenda package as constituting the "liaison" report to the Academy.

It was emphasized in discussion of the ABMP report that the ABMP has established a window of opportunity until December of 2006 under which medical CHPs having met certain experience requirements may remain eligible to sit for the ABMP examination. Subsequent to this timeframe, the established ABMP candidate requirements for a graduate degree will be imposed.

In this context, it was noted by the Executive Committee that the liaisons to the ABMP (Jean St. Germain, K. David Steidley, and Steven H. King) are very intimately involved in leadership positions within that organization.

6.8.2 CRCPD

Earl Fordham discussed his interest and function as the CRCPD liaison. Earl also identified some other CHPs who are heavily involved in the CRCPD. Tom Buhl asked about a CRCPD position statement on title protection initiatives, it was mutually agreed that Earl would bring it up with that organization.

6.8.3 Health Physics Society

No report from the HPS

6.8.4 NRRPT

No report from the NRRPT

6.9 Ad Hoc Committee on Title Protection and Professional Recognition

Tom Buhl and Frazier Bronson jointly led the discussion of this Committee's progress to-date. Of note was the early success in Georgia where a title protection bill has been signed into law.

Frazier called for appreciation for Howard Dickson's significant contribution to this effort.

The intent of the Executive Committee to transition this effort to a permanent, standing Committee from its ad hoc status was also discussed.

7.0 Reports from the Editor & Webmaster

7.1 Newsletter Editor

Kyle Kleinhans was present and summarized his written report. He noted that there was no *CHP Corner* in the July 2004 edition of the **Health Physics Newsletter** because of lack of material submitted. Kyle said that an upsurge in available submittals has subsequently occurred.

7.2 Webmaster

Scott Medling's written report was included in the agenda packet and he was present to summarize it and field any questions from the EC. Scott indicated that he hadn't yet authored a GGTKAMJ document. Several insights and assumptions associated with Scott's data on numbers of webpage hits were discussed.

Scott's information suggests that the vast majority of examination candidates are able to obtain their results via the webpage. 331 of the 548 participants in the 2004 HPS/AAHP Combined Salary Survey conducted via the webpage were CHPs.

The electronic ballot for the 2005 Academy election was done again by just editing Scott's work that had been base-lined the previous year. Scott noted that during conduct of this elections effort, including numerous voting reminder E-mails, 80 of 1415 (5.7%) member E-mail addresses remained unresolved as non-deliverable.

Scott Medling's report initiated additional discussion on the HPS and AAHP address databases and the often misunderstood fact that changing one doesn't necessarily update the other (e.g., address or e-mail change).

Tom Buhl asked if the number of Academy election voters (or fraction of membership) was trending down? Nancy Johnson subsequently confirmed that the number of voters has declined when trended over the last 3 elections. Consensus of the discussion that followed was that the trend couldn't be demonstrated to correlate with the use of electronic balloting and might even be a reflection of the strong candidate slates put forward by the Nominating Committee.

8.0 Report of the American Board of Health Physics

Mary Birch provided a verbal summary of the ABHP meeting that had occurred over the prior two days. The examination service (Assessment Resource center / ARC) that processes the Part I examination typesets the Part I exam. In conversion from the MS Word files to the typeset

version, extensive conversion errors are made and consequently, an exhaustive proof reading is always required.

Mary reported that the entire Part I examination question bank is now archived electronically with question statistics and the updated domains of practice listed. She went on to state that while the Board is confident that they have a good examination prepared, the proof will be in its utilization on Monday (July 11, 2005).

This year's Part II exam benefited from the recently closed bank since questions could be improved rather than replaced.

The Board Report also noted that security of the exam was extensively discussed at the ABHP meeting -- based on comments from Council on Engineering and Scientific Specialty Boards (CESB). Bob Cherry is the current Board representative to the CESB. The CESB reportedly felt strongly about exam security and anti-cheating protocols that the ABHP does not currently do.

The EC discussed what we do with CHP proctors that may differ from some/many exam processes, and whether this adequately compensates for the absence of some other measures.

Domains of Practice – Mary reported that as result of re-engineering a few years ago, sub-tier rubrics had changed, which triggered a lengthy reorganization of the entire examination bank. In the context of the CESB accreditation guideline 5-year frequency recommendation (to repeat the Job-Task Analysis [JTA] on which the examination is based) -- the Board is looking at how questions are best assigned to the Domains of Practice, and whether the Panel or some sub-group could do a review to meet the intent of JTA currency and frequency of 5-years. Mary mentioned numerous other initiatives under-way by the ABHP including the updating of references suggested in the Exam Preparation Guide. She also noted that the ABHP is revising some of the sample questions in the Guide with the idea that fewer items are needed but the items included in the guide should be GOOD questions.

As previously noted by President Bronson, Mary indicated that the ABHP-to-CRPA connection is actively being worked. Mary's submittal to the EC agenda packet also included the ABHP Chair GGTKAMJ entry. Mary invited Jim Willison and Nancy Johnson to add to her ABHP summary – they responded that she had covered the ABHP progress and status fully. Jim Yusko

observed that the American Board of Radiology provides calculators to all candidates. He noted this in the context of rumored use of a scanner as a technological means to copy an exam's content.

Significant further discussion of current and future examination protection protocols were then discussed.

Mary discussed process to incorporate wise-person review comments into questions where time did not allow their inclusion on the exam. Jim Willison talked about how Part 2 graders have been "calibrated" in a face-to-face session -- to get everyone on the same page.

Jim and others discussed how questions tend to evolve even when they are re-used. Mary added that field testing of Part 1 questions is still pending. Data is being collected this year to assess the potential impact on length of time necessary to complete the exam – and potential adverse impact on persons taking both parts.

Jim Willison, ABHP Vice Chair, discussed injecting multiple choice questions into Part 2. He indicated that there has been only limited progress. Reviewers tend to weed the multiple choice questions out. Brian Methe' pointed out that we all have this bias and it is probably unfounded. (Multiple choice tests aren't necessarily easier).

9.0 Report of the Secretariat

Nancy Johnson summarized the written report of the Secretariat. She noted that the Board of Certified Safety Professionals had contacted the Secretariat regarding a candidate for one of their credentials who had claimed to be a CHP on the BCSP application materials. In explaining the CHP statistics embedded in the written report, Nancy noted that the apparent upsurge in "Nonactive" CHPs experienced in the 2005 numbers was the result of the Academy election. The Balloting process inherently forced us to re-baseline those who have neither recertified nor contacted the Secretariat to request inactive status.

Further discussion followed about cold feet syndrome – the delta between the number of approved examination candidates and those actually sitting for an examination. Some EC discussion proposed structuring a financial disincentive to back out of the exam – this line of discussion was dropped after Nancy explained the history of how the current examination cost structure had evolved. The current ABHP application fee is \$50, Part 1 is \$150, Part 2 is \$200. The EC discussion noted that this remains a bargain; for example the comparable ABR

costs are much higher.

The EC subsequently discussed updates to the Academy leadership roster as part of this agenda item.

10.0 Old Business

10.1 Review of Open Action Items

President Bronson dispensed with this agenda item after noting that:

- All New Orleans action items either are closed or are agenda items for current Meeting, and
- The only remaining open item from the Washington DC EC meeting is also in the current agenda.

Paul Stansbury asked about the status of an old item regarding examples of the utilization of the CHP logo. Frazier stated that he had received sufficient examples even though the Secretary's list still reflected the action item as open.

10.2 Review of the 4/2/05 Meeting Preparation Document

Frazier thanked those who had acted upon his meeting preparation reminder communications and indicated there was no further reason why this had been included in the agenda.

10.3 Proposed Revision to the Bylaws

Regis Greenwood introduced draft revision of the Academy Bylaws. One primary but non-substantive change is in the format. Regis explained that his first proposed intent change reflected in the draft Bylaws has to do with election of the Academy Parliamentarian. Jim Bogard asked if the Parliamentarian position should be constrained to require that he/she be an active member of the Academy (CHP)?

Discussed followed regarding whether there should be a set term of office for the Parliamentarian. Regis indicated that he had consciously made his draft very general. Jim Yusko asked if we were making a distinction between election and appointment of the Parliamentarian. Greenwood responded that current Bylaws read "shall elect from within" and he had tried to maintain that intent.

Frazier asked whether the Academy SOPs, Charters, and other critical paper trail stuff should be added to current scope of Parliamentarian responsibilities (currently only requires that the position holder "maintain an accurate

and complete copy of the Bylaws"...)? Considerable discussion followed. Brian Methe' recommended that if Academy Bylaws are to be changed... (following the membership balloting process previously established) we should strive to make the resultant Bylaws as *general / broad / flexible* as possible.

President Bronson conducted a poll of the EC members present to determine if there was any consensus whether Academy SOPs and charters should be under the purview of the Secretary or of the Parliamentarian. Sense of this poll was that the scope of Parliamentarian responsibilities should be expanded to include the SOPs, charters, etc. However, it was also evident that if the Bylaws remain unchanged, current wording makes the Academy Secretary responsible for maintenance of records. And this wording would reasonably be taken to include the SOPs, Charters, and other items not otherwise specifically designated as the parliamentarian's or some other officer's responsibility.

Discussion returned to the proposed Bylaw change in which Regis had added a requirement for EC concurrence with Presidential ABHP appointments made to complete unfinished terms. He explained his rationale for this proposed additional phrase about concurrence of the EC. A sense of the EC poll indicated that this change was not necessary, and that it would also require ABHP approval.

There was discussion regarding whether the Bylaw checks and balances initially establishing the Academy relationship to the Board were now overly restrictive and could be relaxed to the benefit of leadership of both parts of the organization.

Another "sense of the EC poll" conducted by President Bronson determined that this initiative was probably not worthy of additional consideration at this time.

Regis next reviewed the rationale for proposing additional Bylaw wording to address the situation where it is deemed advisable to transition an ad hoc committee into another Academy standing committee. The committee change wording proposed also relates to prior discussions about creation of standing committees not previously named in the Bylaws. Extensive discussion concluded that this change was not needed. Discussion came around to specifics of the ad hoc Committee on Professional Recognition and Title Protection as one example giving rise to the need for a Bylaw change. Jim Yusko suggested salvaging Regis' idea for addition of a

3-year review.

At this point, Regis reviewed the EC experience and history behind the proposed Bylaw changes associated with committee member terms. There was considerable interest in how the proposed term changes would impact the present practice in which the President-elect tags each Committee Chair, often on the basis of experience with and contribution to the functions of that committee. President-Elect Jim Bogard noted that committee dynamics would be changed substantially by the proposed Bylaw changes.

Frazier Bronson noted that previous EC motions had stated that the extension (of committee term for any individual named as Committee Chair) should be 1-year (1 not 3). Reference was made to the minutes of the New Orleans EC meeting which included this prior discussion.

Brian Methe' agreed with a Jim Willison recommendation: that the details of committee structure, chair terms, etc. are better captured in a level of document hierarchy OUTSIDE of the Bylaws.

In an attempt to re-focus the deliberations, Frazier identified the problem encountered with the existing Bylaw wording as regards committee terms (to re-appoint Chair for 1-year now requires appointment to another 3-year committee term). President Bronson asked for sense of path forward on this identified difficulty with the Bylaws. When he polled how many felt no change was necessary, most EC members present took this position.

Discussion transitioned to the question of need for Committee Charters and whether a Bylaw change is needed to clarify: Where Committee Charters fall in the document hierarchy of the Academy? ... This discussion left the question as an open item, as noted by Frazier.

Tom Buhl brought up the dual quorum problem associated with winter meetings (incumbent officers convene meeting as quorum, then all business is conducted by newly-elected officers). Parliamentarian Regis Greenwood took the position that the incumbent Executive Committee members didn't really need to show up.

Frazier Bronson recommended that the 45-day before meeting deadline for committee reports (some committees given 30-day deadline, some 45 per existing

Bylaws) is so abused that perhaps it has no value being left in the Bylaws. Discussion followed as to whether there was value and whether change should be made. A sense of the EC poll suggested the best course of action would be to delete the specific number of days in the bylaws, and include them in the SOPs if appropriate.

Frazier Bronson noted that the appointments process/sequence via the Academy President-Elect is cumbersome and needs to be cleaned up in a future Bylaws change. Jim Bogard noted his experience in trying to understand the protocol echoed that of Frazier.

Frazier next presented a summarization from prior discussions of proposed Bylaw changes.

Frazier requested motion for incorporation of above proposed changes with the next revision of Bylaws to be submitted to the membership for ballot.

10.4 Strategic Plan

Paul Stansbury explained the status of his request for Committee input on the Strategic Plan. All Committee Chairs have been contacted to solicit input and at President Bronson's urging, Paul has distributed a questionnaire to support/focus Committee responses. Deadline given to the Committees is August 15, 2005.

Paul Stansbury noted that it is difficult for questionnaires to get representative responses from the membership. Mary Birch observed that the current version isn't a plan in that it is too broad; valuable -- but it isn't a plan; doesn't say how; doesn't say how measured. Paul noted that it needs to align with the Committee plans.

President Bronson asked that the Strategic Plan revision efforts continue forward as an open action item and appear again on the agenda for the next meeting.

10.5 Proposed Revision to SOP 4.5

Brian Methe' explained his proposed revisions to SOP 4.5, *Use of "Certified Health Physicist" and "CHP" Designations*. A mark-up version of the SOP was provided in the agenda packet as the basis for this discussion. Executive Committee discussion ensued regarding what Academy members could and couldn't do with the logo (e.g., business cards). The EC did some minor revision in the course of this discussion which Brian recorded. The EC discussion then evolved into Frazier's ongoing efforts with getting the CHP logo legally sanctioned.

10.6 CHP Certification Mark Registration Status
President Frazier Bronson provided the EC with a status report regarding ongoing efforts to register the "CHP" mark. EC was provided with a copy of the letter submitted to the American Health Information Management Association (AHIMA). All present were pleased with the tone of this excellent letter and Frazier also reported that it had elicited a positive response from AHIMA. They have responded as supportive of concurrent registration.

There followed some further discussion regarding which of the historically utilized logo styles we are submitting as the Academy's registered logo. Response was that is the version identified in the SOP 4.5 from the previous agenda item ("The CHP logo contains white or gold letters on a dark background..."). Tom Buhl expressed the consensus of the EC's appreciation to Frazier in noting that his efforts appear to finally be making some progress after 10 years of Academy leadership discussion of this initiative.

10.7 Update on Group Liability Insurance Initiative

Brian Methe' reported that there seemed to be little interest but noted that his newsletter solicitation was hampered by an error in the published e-mail address. Accordingly, the group discussed whether or not an additional solicitation should be made. In the course of this discussion, it was noted that both on-line and HPS-published membership rosters would have allowed interested individuals to overcome the misprint in the published e-mail address. Consequently, the consensus was to drop this initiative for lack of demonstrated membership interest.

10.8 Update on On-Line Dues Payments Study

Jim Yusko reported that research he had completed indicated that start-up costs would exceed \$ 3800 the first year and there would follow approximately a \$1600 continuing cost thereafter -- so the initiative would require some significant investment. Nancy Johnson noted that payment can be made by credit card now -- just not *on-line*. Scott Medling noted that credit card handling fees would be another cost to the Academy that would reduce our cumulative dues income by some 3 to 5 %. During further EC discussion it was noted that this question would be a potential entry for membership survey/poll under consideration.

Frazier Bronson suggested that documentation of the EC discussion in (these) minutes should close the issue at

this time. Ken Eger suggested that the cost benefit to the Academy is obvious and thus there would be no added benefit to polling the membership.

10.9 Review of Status of Existing Committee Charters

Nancy and Frazier reported that historical research using past meeting minutes has shown that the existing Committee Charters were approved at an Executive Committee meeting in 1998. Therefore the “draft” designation can be removed from those charters and they should be made more readily accessible – i.e., on the website

Jim Yusko asked about the Charter for the Strategic Planning Committee. Those present concluded that it was a broad mission statement of the committee.

10.10 Status of Good Things to Know About My Job [GGTKAMJ] documentation initiative

Frazier Bronson noted how many of these position-specific documents have been drafted and where the Academy stands on compiling them and making them available to leadership candidates. Frazier emphasized that we need a mechanism to retain and disseminate these without invoking a bureaucracy that will impede keeping them current. Paul noted that someone needs to be assigned as accountable for their “care and feeding”. Consensus was that the Website is logical home as well as mechanism to disseminate and maintain continuity. Frazier suggested an additional SOP or section in an existing one might be the way to establish consistent expectations.

10.11 Final Version of SOP 2.5, Rev 1 Distribution

Gary Kephart summarized the background behind this item.

NOTE: WebMaster Medling said his preference was to convert to HTML and avoid use of PDF files when items are posted to make them readily available to the Academy membership / leadership.

10.12 CRPA Committee on Certification Update

At the New Orleans meeting it had been mentioned that the CRPA was rumored to be working – perhaps in concert with the NRRPT – to create a health physics certification process targeting Canada. It was agreed that we should invite them to provide the academy with an update at the Spokane meeting, in hopes that the Academy could support this effort through some teaming arrangement. President Bronson reported to those present at the EC meeting that he had extended the invitation to the CRPA, including a written invitation, and received no response. Consequently, with agreement from the ABHP, Frazier has handed off this communication channel to the ABHP leadership to pursue further.

10.13 Info for Prospective AAHP Committee Members Update

Frazier noted that the rationale for the summary of committee member duties was to make sure volunteers had a clear appreciation of what they were signing up to.

The document which Frazier compiled during his tenure as President-Elect (and which was included in the agenda packet as another opportunity for feedback) is now accessible via the webpage – thanks to Nancy and Scott.

10.14 Parliamentarian’s Review of AAHP Documents

Regis Greenwood provided hard copy handouts to those present which consisted of:

- ✓ A table entitled “Proposed AAHP SOP Rationalization” The columns in this table designated both the current and proposed numbering, and assigned responsibilities for each of the 17 Academy SOPs.
- ✓ Former SOP 4.1 – now re-numbered 3.2.1, The Academy SOP on SOPs, within which Section 4.3 of draft SOP revision assigns responsibilities for the SOPs consistent with the table in Regis’ handout, and
- ✓ SOP 1.2.1 redone with just a new proposed SOP format – no substantive changes – just provided as the format example.

Frazier Bronson asked for summary of Regis’ proposed changes to the SOP format. In response, Parliamentarian Greenwood provided the following list:

- ✓ Eliminated text boxes
- ✓ Picked font as TIMES NEW ROMAN
- ✓ Established set header content
- ✓ Added responsibility sub-head

- ✓ Added proposed sub-header for “training”
- ✓ Added to header “approved by EC: (date field)”

Some discussion followed about font preference. It was noted that Times New Roman is also the established precedent for examination items in the ABHP Style Guide.

Frazier asked for any additional style comments and discussion. Tom Buhl asked about *revision number*. Regis responded that his intent would be that it be incorporated into the procedure number (not omitted).

Frazier suggested that the EC table any action on the content of proposed SOP 3.2.1 (*Preparation of AAHP Standard Operating Procedures*). Regis stated that the content of Section 4.3 is the substantive revision- rest is just reformatting. (Section 4.3 of the draft aligns a numbering assignment based on position or committee responsibility for the SOP.)

Frazier Bronson asked about precedence of documents. He pointed out that the apparent hierarchy would be:

- ✓ BYLAWS first,
- ✓ Then SOPs,
- ✓ Charters are sort of nebulous, but they are EC directives just as are SOPs.

Regis suggested that we could use the SOP on SOPs to also define the purpose and existence of Charters. (e.g., ...”Charters are required for those Committees listed in 4.3.2 – of new SOP 3.2.1”...)

Frazier called for the ad hoc Committee to work all the SOP cleanup. President-Elect Jim Bogard will head this effort and outgoing Secretary Gary Kephart and Director Brian Methe’ will also support the Committee. Kyle Kleinhans was subsequently added as another Oak Ridge member able to support this effort in face-to-face meetings.

Nancy Johnson and Regis Greenwood were then charged with e-mailing editable electronic versions of all available SOPs to the Ad Hoc Committee members as the baseline for their clean-up task.

10.15 Process for Secretariat & Web Site Rosters

Scott Medling and Nancy Johnson presented a draft of the proposed “handshake” SOP for EC consideration. Several editorial enhancements were made as a result of the ensuing discussion.

10.16 CHP Rubber Stamp

The CHP Rubber stamp is now available from the same supplier previously set-up to provide the CHP embosser. An article announcing this availability has been prepared for the Editor to utilize in the CHP Corner (draft article was included in the EC agenda packet). Scott Medling has committed to update the Web Site embosser on-line ordering information to include the addition of the rubber stamp. Stamp will cost approximately the same as the embosser (\$35).

10.17 Appointment of New Committee Members

President-Elect Jim Bogard discussed his proposed slate of new Committee members and Committee Chairs.

Jim explained that in accordance with past precedent, the Committee alternates are identified as available for the Academy President to name in the event of any unanticipated Committee vacancy. As such, the approval of the slate inclusive of alternates would constitute “pre-approval” such that emergent Committee vacancies don’t have to come back before the EC to be filled. Jim summarized the makeup of each Committee including current/ongoing members as well as his recommended additions.

Frazier asked if all the current Committee Chairs had concurred with Jim’s recommendations. Jim responded that Carol Berger had wanted to continue another year but decision was made that such extension would disrupt the committee rotations (too many would come off at once for committee continuity).

Nancy Johnson noted the addition of Jeff Kotsch to the Professional Development Committee following his recent extensive contributions to the CE Committee.

11.0 New Business

11.1 Budget approval

The EC meeting then took up FY 05-06 budget approval. Ken Eger and Paul Stansbury noted that the budget includes a recommendation from the Continuing Education Committee of a proposed change in CEC fees from \$175 to \$200.

Frazier Bronson asked whether the Finance Committee budget recommendation was consistent with prior year actual expenditures. In response, Ken Eger referred to the agenda packet, page 71 tabulation of FY03-04 totals in which the final expenditure was approximately \$20K under budget.

Ken Eger provided a summary statement that the proposed budget does NOT jeopardize solvency of the Academy. Frazier asked additional questions about the proposed deficit budget of \$37, 975. Ken noted that travel remains a large uncertainty for the coming business year. Frazier asked if the deficit budget is attributable to any specific expenditure decisions. In response, Paul Stansbury noted that the \$10K special projects (copyright registration/title protection) is a new budget item that contributes to the ~ \$40K deficit.

Jim Yusko also noted that the increase in continuing education fees is already factored into the budget. Tom Buhl noted that the reserves are in accordance with the investment SOP even with assumption of the full expenditure of the deficit budget.

11.2 Proposed Changes to Investment Policy

Paul Stansbury presented the Finance Committee's proposed changes to the "Statement of Investment Policy". A *track-changes* mark-up version was provided to the EC to facilitate this discussion. Paul explained that the changes had evolved out of the Finance Committee deliberations at their May Committee meeting and consist of:

- ✓ changes shown under allowable assets where maturity duration definitions are being added. This "codifies" precedent that hadn't previously been documented.
- ✓ An expansion intended to clarify intent of former wording "globally diversified"
- ✓ Editorial clarifications made to the apportionment of Intermediate and Short Term reserves because the prior sums would have gone over 100%.

Ken Eger noted that some money would have to be moved to conform to the approved policy changes regarding apportionment of Academy reserves.

11.3 Replacement ABHP Members

Mary Birch reviewed ABHP nominations as had been provided to the EC in their agenda package. There followed an EC discussion as to whether Board and Nominating Committee rankings came out the same for the listed candidates. It was concluded that they did. Mary discussed the Exam Panel experience of the various nominees as well as their diversity of experience in the profession. Paul Stansbury asked what the process is for approval and additional discussion followed.

Regis Greenwood asked – as an aside -- whether there was precedent that would show the Nominating

Committee has ever taken issue with the Board, as opposed to "rubber-stamping" their recommendations? Discussion followed as to the balance between oversight and integration in this process. Dave Myers spoke up to contribute his insights as a former member of the Nominating Committee.

Nora Nicholson and Cheryl Olson are the newly appointed ABHP members.

11.4 Proposed Revision of SQ/P 1

The Executive Committee decided to table this agenda item in hopes that a Committee representative might arrive to contribute to the EC discussion.

Committee member David Bernhardt joined the EC meeting to represent the advice and counsel of the Professional Development Committee on this agenda item (proposed SQ/P revision had been included in the EC agenda packet). Academy Director Brian Methe' also stated that he had been consulted regarding the Committee's considerations on the proposed changes to the SQ/P 1.

David Bernhardt asked for clarification of the Committee's further action. Discussion ensued as to what protocol was appropriate to issue revised SQ/P's to the membership/profession. EC directed that the Professional Development Committee now has action item to promulgate the SQ/P revision and agreed that mechanism to do so would be a newsletter notice regarding the change as well as availability of the updated/revised SQ/P via the Web Site.

11.5 SOP 2.7.1, Guidelines for the AAHP ... Evaluation of... Ethics... Violation(s)

A proposed revision of the subject SOP was included within the annual report of the Professional Standards and Ethics Committee to the EC.

11.6 SOP 2.7.2, "Guidelines for the Selection of... Davis Award.."

The EC next took up consideration of approval of the proposed SOP for awarding the Joyce P. Davis award.

Nancy Johnson subsequently located and read the original criteria for the Joyce P. Davis memorial award -- as originally approved by the Academy -- aloud for the EC members present. This demonstrated that the proposed Section 6.3 of SOP 2.7.2 was verbatim from these original award selection criteria.

Paul Stansbury recommended modification to Section 6.3 (deleting and renumbering) to instead make *service on the committee* another example within 6.2, *examples of [highly ethical] behavior*.

11.7 SOP 2.7.3 “PS&E Committee Operations

EC took up discussion of proposed SOP 2.7.3.

11.8 Request for Web Site Link to ABMP Site

Frazier noted that this agenda item had been captured from the ABMP report provided by letter from Dr. Geoffrey Clarke, which indicated that it was a repeat of earlier requests. The Clarke letter also noted that the corresponding ABMP site link to AAHP has been active for about a year.

11.9 ABMP Board Nominations

President Bronson provided some written background on this agenda item in the EC agenda package. His summary of it included his observation that these ABMP positions are significantly different from the other Academy liaisons. He also noted that the ABMP Board members can self-elect to serve one additional consecutive term. In this context, Frazier identified some shortcomings with the SOP 1.2.1 protocol for liaison selection relative to both the ABMP expectations, reality, and the differences between these ABMP full voting Board members and the other Academy liaisons.

Frazier had also obtained some history from Jean St. Germain. He summarized that:

- ✓ The Academy is supporting ABMP financially,
- ✓ There are requirements for the ABMP slots which we appoint,
- ✓ These are staggered three-year terms but can self-extend.

There was some discussion surrounding this ability to self-extend. Frazier noted his concern was that these positions should perhaps have some clearer designation to separate them from the other liaisons.

Frazier suggested that his recommendations on page 205 would clean up the ABMP process. Regis Greenwood asked if there was a need to clarify how the liaisons are to be found mutually acceptable to the Academy AND the designated organizations. Frazier agreed this is problematic. Frazier asked for a motion.

11.10 Ad hoc Committee on Title Protection transition to Standing Committee

President Bronson reported on his efforts to re-

constitute this committee. He invited Kenny Fleming, Scott Kirk, Ed Maher, Judson Kenoyer, Jay Maisler, and Tom Buhl to support this initiative. Howard Dickson, Regis Greenwood, and Tom Buhl have asked to transition off the committee. Frazier emphasized that the Academy’s intent was to transition this Ad hoc Committee to a Standing Committee. The EC discussion also addressed whether local CHPs were crucial in the accomplishment of individual state initiatives and Bronson indicated that the need is currently met (Jay Maisler is from Ohio and available to support efforts in OH legislative activities). Ed Maher will be Academy President-Elect and support the efforts in that capacity. All were referred back to Tom Buhl’s report in on page 115.

Paul moved and Tom seconded that the Committee be made a standing committee. Motion included – separately - that the Committee be added to the Bylaws standing committee list in the next proposed Bylaw change submitted to the membership for approval. Regis made friendly amendment to separate into 2 motions. Paul and Tom agreed.

Nancy Johnson noted that past precedent had been to combine Bylaw balloting with the normal Academy elections process in a single membership communication effort in the spring.

It was announced that the Title Protection and Professional Recognition Committee would meet Wednesday, July 13 at 0900 and that Howard Dickson had committed to support this meeting for continuity. Frazier asked that the Committee establish a strategy to stagger the individual member’s terms on the Committee and re-visit the CRCPD interface discussed earlier in the meeting.

11.11 Proposed Position Statement on Professional Recognition and Title Protection

Tom Buhl pointed out that the draft position statement [on Professional Recognition and Title Protection for the HP Profession] differs somewhat from the American Industrial Hygiene Association example. He explained that the draft had been provided to Aaron Trippler, Director of Governmental Affairs at AIHA and his comments have since been incorporated.

This discussion led to further EC teaming strategy conversations. Whether the Academy should go with a joint statement with HPS (and encourage each of the various other HP organizations to publish their own endorsement). Frazier Bronson noted that we could

authorize the Committee to pursue both. Paul Stansbury asked for the Committee's recommendation. Tom Buhl, speaking on behalf of the Committee, explained the concern that NRRPT, CRCPD and others NOT included in proposed joint statement could be problematic. Sense was that it might be best for Academy to authorize Committee to pursue BOTH statement options.

11.12 Schedule of Articles for the CHP Corner

11.13 SOP for CHP News Editor

11.14 AAHP Editor's Charter

These agenda items were consolidated into a single discussion item. The draft charter and draft SOP were subsequently referred to the ad hoc Committee on paper trail clean-up, and the Executive Secretary was asked to research past meeting minutes for a determination whether the Editor's SOP had previously been approved by the Academy EC.

Discussion of the uncertainty surrounding whether EC had previously approved SOP 3.3 led to a requested action item to Nancy Johnson: to research all SOP actions taken by EC since approximately 1997 as input to the current Academy paper trail initiative.

11.15 SOP for Web-based Elections

Scott Medling presented the draft SOP for EC consideration (included in the meeting agenda packet).

Frazier noted that the WebMaster aspects of the draft SOP are pretty thorough and asked if functions of others are adequately called out / detailed.

Ad hoc Committee charged to list the attachments in this specific SOP as part of reformatting (previous Action Item 10.14a). Regis Greenwood noted that under the SOP numbering convention as set by his recommendation, the web-based election SOP will become the **SOP number 3.4.2**.

11.16 Request for Web Site Link to CESB & Use of their Logo

President Bronson noted that this agenda item was based on a memo to the Academy from member George Vargo, current President of the Council of Engineering and Scientific Specialty Boards (CESB).

The subject letter (which was included in the agenda package) asks for two things:

1) An Academy website link to www.cesb.org with additional use of CESB logo on appropriate Academy publications such as the website, brochures, prospectus, forms, etc.

Scott clarified that the CESB link is included in the Academy Web Site list of links, however, the CESB logo is not up-front on our home page.

Paul Stansbury asked if the EC were to refer this Vargo request -- to place the CESB logo on appropriate website and documents -- to a Committee, which Committee would that be? Response was that the Academy Prospectus was a Board document [ABHP].

Frazier noted that AAHP history may also reside in HPS handbook

11.17 Status of Required Annual Review of SOPs

President Bronson declared this agenda item to be moot in that ad hoc Committee has already been charged with conduct of such review on behalf of EC.

11.18 AAHP Special Session Update

Past President Tom Buhl noted that the Academy sponsored technical session at the Spokane HPS meeting will begin Tuesday morning and includes both morning and afternoon sessions. The morning session will include an overview of the recently published BEIR 7 recommendations. This session will also include the Morgan Lecturer award, as well as representatives speaking from the standpoint of the RRER and NAS. The afternoon session is envisioned as more application-oriented and consists of invited talks by numerous esteemed colleagues, primarily CHPs.

All applauded the significant efforts, particularly those of Past President Buhl, associated with organizing these sessions on behalf of the Academy.

11.19 AAHP Open Meeting Agenda

Proposed agenda for the Open meeting, as provided in the EC agenda packet was approved.

11.20 Proposed Revisions to SOP 1.2.1

This agenda item was deemed to be encompassed within the paper-trail initiative and was dispositioned accordingly.

11.21 Accessibility to Information on Volunteers for Academy Committees

President Elect Jim Bogard noted that the Executive Secretary currently provides the list of Committee interest expressions from the Academy membership. Jim asked whether a spreadsheet or database format could replace the word processor file format. EC deliberations had progressed to a recommendation that the Executive Secretary be asked to provide a cost estimate to convert to a spreadsheet format. Discussion was truncated when Nancy Johnson reported that the Secretariat has incorporated the change as requested.

11.22 Board Involvement with 10 CFR 35

Mary Birch summarized the NRC actions leading up to this agenda item. Issue has to do with the regulatory definition of radiation safety officer requirements and the interest of the Academy/Board in ensuring that the CHP credential is appropriately credited in any future rulemaking. Mary noted that a response is due back to NRC by mid-August. Ed Maher initiated ABHP involvement in the rulemaking when he was the Board Chair; Shawn Googins represented the Board at an NRC meeting; now we hope to build on what Ed previously presented. The Board will prepare a response based upon the existing ABHP and AAHP documentation.

Frazier volunteered to write a letter reinforcing the Boards' authority to speak to certification matters such as this 10CFR35 response.

Mary and Jim explained that there are four items in Part 35 to address -- following a procedure that the NRC has provided -- for recognition of the AAHP certification process for specialty boards.

11.23 & 11.24 Issues Associated with Examination Proctors

Following Nancy Johnson's discussion of the guidance and resources already available to the Local Arrangements Committee, [regarding provision of Proctors at the annual meeting] Paul Stansbury was satisfied that his concern was appropriately addressed.

Mary Birch noted that the CESB had relayed their concerns associated with examination security, including security directives to be implemented by proctors. Mary noted that our use of CHPs as examination proctors is inherently more secure than use of generic testing centers. She also stated that the ABHP is re-looking at its guidance to proctors, to see if any other anti-cheating direction should be provided, and whether we want to ask the proctors for a signed agreement.

This concluded all agenda items. In closing, President Bronson asked if anyone had anything to add to the content of his summary remarks for the Open Business meeting besides:

- ✓ Title Protection,
- ✓ The Ballot Auditing Process added to the web-based election this year,
- ✓ NYS recognition,
- ✓ Lack of nominations for the Davis Award,
- ✓ Planned work on Academy SOPs and other documents,
- ✓ Jim Bogard's slate of Committee and Committee Chair replacements
- ✓ Paul Stansbury's remarks on Academy Finances
- ✓ Gary Kephart's "official" announcement of the Election outcome.

Next meeting: January 21, 22, 2006.

13.0 Adjournment

Address contributions for *CHP News* and the "CHP Corner" to:

Kyle Kleinhans, CHP
 10222 Misty Brook Lane
 Knoxville, TN
 Work: 865-576-4170
 FAX: 865-574-5037
 E-mail: kk2@bjcllc.org

Harry Anagnostopoulos, CHP
 3137 Post Run Drive
 O'Fallon, MO 63366
 Work: 314-770-3059
 FAX: 314-770-3067
 E-mail: Harold.w.anagnostopoulos@saic.com

AMERICAN ACADEMY OF HEALTH PHYSICS - 2005

VOTING MEMBERS OF THE EXECUTIVE COMMITTEE

Note: term expires at end of the year indicated

PRESIDENT

Frazier Bronson ('06)
Canberra Industries
800 Research Parkway
Meriden, CT 06450
(203)639-2345 Work
(203)315-9121 Home
(203)235-1347 FAX
fbronson@canberra.com

PRESIDENT-ELECT

James S. Bogard ('07)
102 Evans Lane
Oak Ridge, TN 37830
(865)574-5851 Work
(865)574-1778 FAX
bogardjs@ornl.gov

PAST PRESIDENT

Thomas E. Buhl ('05)
1877 Brillante Lane
Santa Fe, NM 87505
(505)471-0121 Home
tombuhl@comcast.net

SECRETARY

Gary S. Kephart ('06)
Bechtel Jacobs Co. LLC, MS 7298
PO Box 4699, Bldg K-1330
Oak Ridge, TN 37831
(865)576-9803 Work
(865)531-8458 Home
(865)241-2133 FAX
kephartg@bechteljacobs.org

TREASURER

Paul S. Stansbury ('07)
7313 Columbia River Rd
Pasco, WA 99301
(509)375-6937 Work
(509)375-2019 Fax
paul.stansbury@pnl.gov
pssurfer@pocketinet.com

PARLIAMENTARIAN

Regis Greenwood ('05)
12332E Inletridge Drive
Maryland Heights, MO 63043
(314)991-4545 Work
(314)205-8441 Home
(314)991-4692 FAX
greenwood@physicist.net

MEMBER

Brian M. Methé ('06)
45 Omega Terrace
Latham, NY 12110-1957
(518)525-1812 Work
(518)783-5103 Home
bmethe@stpetershealthcare.org

MEMBER

James G. Yusko ('07)
PA DEP/Rad Protection
400 Waterfront Dr
Pittsburgh, PA 15222-4745
(412)442-4000 Work
(412)442-5246 Fax
jyusko@state.pa.us

PAST-TREASURER

Ken J. Eger ('05)
183 Terisu Circle
Powell, TN 37849
(865)220-4800 Work
(865)945-3733 Home
(865)220-4848 FAX
kdeger@comcast.net

ABHP CHAIR, EX-OFFICIO MEMBER

Mary Birch ('05)
3600 Windbluff Drive
Charlotte, NC 28277-9876
Work (704)382-1401
Home (704)542-7978
Fax (704)382-5097
mbirch3600@aol.com
mlbirch@dcsmox.com

AMERICAN ACADEMY OF HEALTH PHYSICS - 2005**APPOINTED POSITIONS****PROGRAM DIRECTOR**

Nancy Johnson
 American Academy of Health Physics
 1313 Dolley Madison Blvd, Ste. 402
 McLean, VA 22101
 HOME ADDRESS:
 24713 Kings Valley Road
 Damascus, MD 20872
 (703)790-1745 ext. 25 Work
 (703)790-2672 FAX
 (301)253-4030 Home
njohnson@burkinc.com

NEWSLETTER EDITOR

Kyle Kleinhans, Editor
 10222 Misty Brook Lane
 Knoxville, TN 37922
 (865)576-4170 Work
 (865)574-5037 FAX
 (865)671-4098 Home
kk2@bechteljacobs.org

WEBMASTER

E. Scott Medling
 So. California Edison
 P O Box 128
 San Clemente, CA 92674-0128
 HOME ADDRESS:
 25311 Abilene Court
 Laguna Hills, CA 92653
 (949)368-7492 Work
 (949)203-2274 FAX
 (949)643-3250 Home
medlines@songs.sce.com

AAHP APPOINTEES**AAHP LIAISON TO THE CRCPD:**

Earl Fordham
 Washington Dept. of Health
 Office of Radiation Protection
 309 Bradley Blvd., Suite 201
 Richland, WA 99352
 (509)946-0234 Work
 (509)946-0876 FAX
earl.fordham@verizon.net

AAHP LIAISON TO THE HPS:

Edward F. Maher
 Dade Moeller & Associates
 42 Tuttle Drive
 Acton, MA 01720
 (978)264-0954 Work/Home
 (978)635-3952 FAX
edward.f.maher@verizon.net
emaher@moellerinc.com

AAHP LIAISON TO THE NRRPT:

Dave Kent
 Fluor Fernald, Inc.
 165 McDaniels Lane
 Springboro, OH 45066
 (513)648-5405 Work
 (937)829-6510 Mobile
dave.kent@fernald.gov

ABMP:

Steven H. King (1/04 through 12/07)
 Health Physics Office
 Penn State Hershey Medical Center
 Hershey, PA 17033
 (717)531-8765 Work
 (717)531-3641 FAX
sking@psu.edu

K. David Steidley (1/04 through 12/06)
 50 Baltusrol Way
 Short Hills, NJ 07078
 (973)322-5625 Work
steidley@nac.net

Jean M. St. Germain (1/03 through 12/05)
 MSKCC, Dept of Medical Physics
 1275 York Avenue
 New York, NY 10021
 (212)639-7390 Work
 (212)717-3010 FAX
stgermaj@mskcc.org

AMERICAN ACADEMY OF HEALTH PHYSICS - 2005

AAHP COMMITTEES, CHAIRS, AND MEMBERS

Note: term expires at end of the year indicated

Appeals

Cindy Bloom, Chair ('05)
7 Dwight Road
Nottingham, NH 03290
(603)679-9944 Work/Home
radbloom@comcast.net

Members:

- ✓ Robert G. Gallagher ('06)
- ✓ Gregory Hall ('07)

Continuing Education

Jeffrey L. Kotsch, Chair ('06)
707 Beverley Drive
Alexandria, VA 22302
(202)488-1464 Work
(202)488-1964 FAX
kotsch.jeffrey@dol.gov

Members:

- ✓ Joseph Alvarez ('07)
- ✓ S. Y. Chen ('05)
- ✓ Roy Craft ('07)
- ✓ Jo Ann Myrick-Jenkins ('06)
- ✓ Joel Rabovsky ('06)

Exam Site

Donald Brady, Chair ('05)
ESHD
PO Box 5400
Albuquerque, NM 87185-5400
(505)845-4998 Work
(505)845-6195 FAX
dbrady@doeal.gov

Members:

- ✓ Dawn Banghart ('06)
- ✓ Anthony Sorensen ('07)
- ✓ Lisa Stetar ('05)

Finance

Ken J. Eger, Chair ('05)
183 Terisu Circle
Powell, TN 37849
(865)220-4892 Work
(865)945-3733 Home
(865)220-4848 FAX
kdeger@comcast.net

Members:

- ✓ Mary L. Birch ('05)
- ✓ Paul S. Stansbury ('07)

Nominating

Jerry B. Hunt, Chair ('05)
418 New York Avenue
Oak Ridge, TN 37830-5219
(865)576-5117 Work
(865)241-2779 FAX
huntjb@ornl.gov

Members:

- ✓ Stephen Brown ('07)
- ✓ William P. Fitzgerald ('06)
- ✓ Jeffrey M. Hoffman ('06)
- ✓ David S. Myers ('05)
- ✓ Carl J. Paperiello ('05)
- ✓ Kathryn Pryor ('07)
- ✓ Charles E. Roessler ('06)
- ✓ James S. Willison (ABHP Vice Chair) ('05)

Professional Development

Christine Donahue, Chair ('06)
LBNL, MS 75B-123
1 Cyclotron Rd
Berkeley, CA 94720
(510)486-7736 Work
(510)265-8874 FAX
cadonahue@lbl.gov

Members:

- ✓ David E. Bernhardt ('06)
- ✓ Kevin Buckley ('07)
- ✓ Jay Maisler ('07)
- ✓ Toshihide Ushino ('05)
- ✓ Thomas H. Youngblood ('05)

Professional Standards & Ethics

Carol Berger, Chair ('06)
IEM, Inc.
8 Brookes Ave, Ste 205
Gaithersburg, MD 20877
(240)631-8990 Work
(240)631-8991 FAX
cdberger@iem-inc.com

Members:

- ✓ Steven R. Frey ('05)
- ✓ Debra McCroskey ('07)
- ✓ Charles Meinhold ('06)
- ✓ Cheryl Olson ('07)

AMERICAN BOARD OF HEALTH PHYSICS – 2005**VOTING MEMBERS OF THE ABHP**

Note: term expires at end of the year indicated

CHAIR

Mary Birch, '05
3600 Windbluff Drive
Charlotte, NC 28277-9876
Work (704) 382-1401
Home (704) 542-7978
Fax (704) 382-5097
mbirch3600@aol.com
mlbirch@dcsmox.com

VICE CHAIR

James Willison '06
3708 Roses Run
Aiken, SC 29803
Work (803) 502- 9852
Home (803) 642-7282
Fax (803) 502-2852 Secure
jim.willison@wsms.com
willison@mindspring.com

SECRETARY

Shawn W. Googins '08
9417 Balfour Drive
Bethesda, MD 20814
Work (301) 496-4744
Home (301) 571-9731
Fax (301) 530-4670
sgoogins@googins.org

PARLIAMENTARIAN

Jerry W. Hiatt '08
27 Greenhouse Road
Forestdale, MA 02644
Work (508) 746-6464 ext 1286
Home (508) 477-0924
Fax (508) 746-8588
jhiatt@bartlettinc.com

MEMBER

Eric Golden '05
3543 Normount Road
Oceanside, CA 92056
Work (949) 368-7532
Home (760) 941-0546
Fax (949) 368-6049
goldenem@songs.sec.com

MEMBER

Jack F. Higginbotham '07
Oregon State University
Radiation Center
Corvallis, OR 97331
Work (541) 737-7068
Fax (541) 737-0480
jack.higginbotham@oregonstate.edu

MEMBER

Patricia A. Milligan '09
18900 Barnesville Road
Dickerson, MD 20482
Work (301) 415-2223
Fax (301) 415-2968
pamm718@aol.com
pxm@nrc.gov

MEMBER

James E. Tarpinian '09
PO Box 101
Upton, NY 11973-0101
Work (631) 344-8370
Fax (631) 344-6079
tarpinian@bnl.gov

APPOINTED POSITION**PROGRAM DIRECTOR**

Nancy Johnson
American Academy of Health Physics
1313 Dolley Madison Blvd, Ste. 402
McLean, VA 22101
HOME ADDRESS:
24713 Kings Valley Road
Damascus, MD 20872
(703)790-1745 ext. 25 Work
(703)790-2672 FAX
(301)253-4030 Home
njohnson@burkinc.com

AMERICAN BOARD OF HEALTH PHYSICS – 2005

VOTING MEMBERS OF THE ABHP

Note: term expires at end of the year indicated

PART 1 PANEL OF EXAMINERS

George MacDurmon, Chair
3409 Fox Hill Terrace
Edmond, OK 73034
(405) 271-6121 Work
(405) 271-1768 Fax
george-macdurmon@ouhsc.edu

Joseph M. Greco, Vice Chair
44 S Ridge Trail
Fairport, NY 14450
(716) 588-3323 Work
(716) 588-7763 Fax
joseph.greco@kodak.com

PART 2 PANEL OF EXAMINERS

Michael G. Stabin, Chair
Vanderbilt Univ., Dept of Radiol & Rad Sci.
1161 21st Avenue South
Nashville, TN 37232-2675
(615)343-0068 Work
(615)322-3764 FAX
michael.g.stabin@vanderbilt.edu

Govind R. Rao, Vice Chair
420 Sundown Road
Knoxville, TN 37922
(865)576-1182 Work
(865)574-8558 FAX
zga@ornl.gov

Andrew H. Thatcher, Past Chair
522 North E Street
Tacoma, WA 98403
(253)627-0139 Work
(253)627-4927 FAX
(253)627-5015 Home
thatcher.drew@comcast.net

MEMBERS

Kevin R. Doody, ('06)
Robert D. Forrest, ('08)
Joseph M. Greco, ('07)
Jerry R. Hensley, Jr., ('07)
Beth Hilt, ('07)
Michael W. Hinz, ('08)
Anthony M. Huffert, ('08)
Victoria R. Morris, ('08)
George MacDurmon, ('06)
Linda M. Sewell, ('07)
Scottie W. Walker ('06)
James L. Winstanley, ('05)

MEMBERS

Camille Abboud, ('08)
William H. Barley, ('05)
John A. Bauhs, ('05)
Richard Belanger, ('08)
Steven P. Blitchington, ('05)
John E. Buddenbaum, ('08)
Michael Campbell, ('06)
Herman Cember, ('06)
Stephen A. Costigan, ('05)
Timothy A. DeVol, ('05)
Donald L. Haes, Jr., ('05)
William E. Irwin, ('05)
Sunita Kamboj, ('06)
Patrick J. LaFrate, Jr., ('08)
Robert T. May, ('07)
Gloria T. Mei, ('05)
Mark A. Miller, ('06)
Timothy Paul, ('06)
Charles A. Potter, ('07)
Govind R. Rao, ('07)
Michael G. Stabin, ('06)
Casper Sun, ('08)
Andrew H. Thatcher, ('05)
Jerry Thomas, ('06)
Toshihide Ushino, ('07)
Jeffrey Vollmer, ('06)
De Wesley Wu, ('05)

THE 2005 CHP SALARY SURVEY

Gary Lautenschlager

Introduction

The 2005 Certified Health Physicist (CHP) survey data was collected by having CHPs submit their responses to survey questions on a web-based data entry form. As was done last year, data was collected in coordination with a salary survey of the entire Health Physics Society (HPS).

Chris Graham and Andy King will report the HPS salary survey results separately in the Health Physics Newsletter.

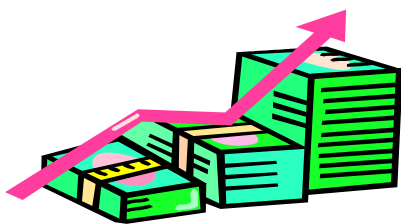
The survey was also available in hardcopy form for those who preferred to fax or mail their responses.

Questions about this survey should be directed to Gary Lautenschlager, via email: chpsalarysurvey@yahoo.com

Data Analysis

The salary ranges marked by CHPs on the completed survey forms were rounded to the midpoints of those ranges before statistical analyses were performed. For example, if a CHP marked the salary range \$50,000 to \$52,499; their salary was rounded to the midpoint value of \$51,250.

Responses from CHPs who were either part time or retired were not analyzed, since the data did not appear to allow meaningful comparisons to be made.



To avoid skewing the results, data from two survey respondents were excluded from the data analysis because they indicated that they earned more than \$178,750 per year.

Of 60 respondents who reported receiving a significant (10 % or more) salary increase upon attaining ABHP certification: 22% received this increase from their current employer, 20% from a promotion with their current employer, 48% received this increase from a new employer, 3% from part-time consulting, and 7% did not specify.

CHP salaries by region are also presented in this report.

Data Presentation

In an effort to make the results of the survey interesting and useful, CHPs were subcategorized in several ways by education, primary job responsibility, years of experience, and combinations of these subcategories.

Readers are cautioned that for statistical validity, results are given only if there were 10 or more CHPs within that subcategory. Data presented for one subcategory of CHPs may not be possible for another subcategory.

The subcategories in the tables may also change from year to year, depending on the number of responses received. Every effort was made to keep the subcategories consistent with previous surveys, but if there were an insufficient number of CHPs the results are not given.

Tables and Figures

Tables show results for full-time CHPs who received health, vacation, and retirement benefits from their primary employer unless otherwise noted.

Histograms of the data shown in Table 1- All CHPs.

All of the following tables are for fulltime CHPs with health, vacation, and retirement benefits unless otherwise indicated.

Table 1: All CHPs

All CHPs	Count	Average	Median	Max	Min	Std Dev
CHPs	274	\$102,801	\$101,250	\$178,750	\$48,750	\$22,539

Table 2: CHPs by Education and Field

Education	Count	Average	Median	Max	Min	Std Dev
Bachelors Health Physics	16	\$99,375	\$101,250	\$138,750	\$51,250	\$20,238
Bachelors Other Field	34	\$97,353	\$97,500	\$131,250	\$56,250	\$20,049
Masters Health Physics	118	\$99,831	\$98,750	\$171,250	\$56,250	\$19,363
Masters Other Field	23	\$99,620	\$96,250	\$173,750	\$58,750	\$24,859
Masters Nuclear Engineering	20	\$105,375	\$107,500	\$133,750	\$71,250	\$20,217
Ph.D. Health Physics	23	\$108,424	\$103,750	\$166,250	\$71,250	\$24,568
Ph.D. Other Field	18	\$116,667	\$121,250	\$161,250	\$48,750	\$30,501
Ph.D. Nuclear Engineering	15	\$117,250	\$111,250	\$178,750	\$71,250	\$32,166

Table 3: CHPs by Education and >15 Years Experience

Edu & >15 Yrs Experience	Count	Average	Median	Max	Min	Std Dev
All CHPs >15 yrs Experience	200	\$105,738	\$103,750	\$178,750	\$48,750	\$22,505
Bachelors Health Physics	14	\$98,571	\$98,750	\$138,750	\$51,250	\$21,561
Bachelors Other Field	27	\$101,713	\$103,750	\$131,250	\$56,250	\$19,612
Masters Health Physics	81	\$102,485	\$101,250	\$153,750	\$58,750	\$18,414
Masters Other Field	20	\$102,250	\$98,750	\$173,750	\$58,750	\$25,410
Masters Nuclear Engineering	19	\$104,934	\$106,250	\$133,750	\$71,250	\$20,672
Ph.D. Health Physics	13	\$121,058	\$126,250	\$166,250	\$78,750	\$23,573
Ph.D. Other Field	14	\$122,857	\$125,000	\$161,250	\$48,750	\$30,987

Table 4: CHPs by U.S. Regions*

CHPs by Region	Count	Average	Median	Max	Min	Std Dev
Northeast	41	\$105,579	\$98,750	\$158,750	\$56,250	\$25,605
Midwest	33	\$100,265	\$88,750	\$178,750	\$66,250	\$26,831
South	104	\$100,986	\$98,750	\$173,750	\$56,250	\$22,164
West	70	\$104,321	\$103,750	\$143,750	\$51,250	\$17,106

*- The four major regions of the United States as defined by the U.S. Census Bureau for which data are presented represent groups of states as follows:

Northeast. Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont.

Midwest. Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin.

South. Alabama, Arkansas, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, West Virginia.

West. Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming.

Table 5: Masters Health Physics and Primary Employer

Masters Health Physics & Primary Employer	Count	Average	Median	Max	Min	Std Dev
Commercial	12	\$103,542	\$98,750	\$171,250	\$71,250	\$28,494
Federal Government	28	\$99,911	\$98,750	\$128,750	\$66,250	\$15,627
Government Contractors	18	\$101,944	\$101,250	\$153,750	\$61,250	\$19,793
National Laboratory	15	\$106,417	\$103,750	\$141,250	\$93,750	\$14,282
University	17	\$89,044	\$88,750	\$113,750	\$58,750	\$17,182

Table 6: All CHPs by Other Certifications

All CHPs by Other Certifications	Count	Average	Median	Max	Min	Std Dev
PE	13	\$111,827	\$108,750	\$156,250	\$76,250	\$22,480
NRRPT	55	\$101,295	\$98,750	\$178,750	\$51,250	\$25,638
Other	33	\$113,750	\$108,750	\$173,750	\$76,250	\$24,984

Table 7: Masters Health Physics and Primary Job Responsibility

Masters Health Physics & Primary Job Responsibility	Count	Average	Median	Max	Min	Std Dev
Administration	18	\$100,278	\$97,500	\$141,250	\$71,250	\$19,947
Applied Health Physics	45	\$94,083	\$96,250	\$121,250	\$56,250	\$13,730
Regulations/Standards	10	\$101,000	\$108,750	\$128,750	\$68,750	\$22,529
Environmental	10	\$99,000	\$98,750	\$123,750	\$78,750	\$14,503

Table 8: All CHPs by Primary Job Responsibility

Primary Job Responsibility	Count	Average	Median	Max	Min	Std Dev
Administration	27	\$104,398	\$98,750	\$166,250	\$71,250	\$24,155
Medical Physics	13	\$111,058	\$108,750	\$158,750	\$48,750	\$27,603
Regulations, Standards	23	\$100,707	\$101,250	\$161,250	\$51,250	\$26,414
Applied Health Physics	89	\$95,492	\$96,250	\$151,250	\$56,250	\$18,721
Dosimetry	24	\$100,521	\$101,250	\$136,250	\$66,250	\$16,980
Reactors, Power	19	\$111,776	\$101,250	\$173,750	\$81,250	\$22,261
Radiological Assessment	16	\$103,125	\$101,250	\$148,750	\$71,250	\$21,975
Environmental	17	\$101,985	\$98,750	\$143,750	\$78,750	\$16,601

Table 9: CHPs as Professional Staff (All CHPs in this category and by Education)

CHPs as Professional Staff	Count	Average	Median	Max	Min	Std Dev
All CHPs in this Category	152	\$99,079	\$98,750	\$178,750	\$48,750	\$19,841
Bachelors Other Field	24	\$98,125	\$98,750	\$131,250	\$63,750	\$17,481
Masters Health Physics	58	\$97,759	\$98,750	\$136,250	\$56,250	\$16,417
Masters Other Field	14	\$96,071	\$88,750	\$136,250	\$68,750	\$18,823
Ph.D. Health Physics	13	\$101,635	\$101,250	\$136,250	\$71,250	\$15,473
Ph.D. Other Field	10	\$103,250	\$103,250	\$158,750	\$48,750	\$29,411
Masters Nuclear Engineering	12	\$100,625	\$101,250	\$131,250	\$71,250	\$22,415
Ph.D Nuclear Engineering	11	\$108,977	\$101,250	\$178,750	\$71,250	\$32,547

Table 10: CHPs as Supervisor of Professional Staff (All CHPs in this category and by Education)

CHPs as Supervisor of Professional Staff	Count	Average	Median	Max	Min	Std Dev
All CHPs in this Category	54	\$105,509	\$102,500	\$171,250	\$56,250	\$23,730
Masters Health Physics	21	\$101,250	\$98,750	\$171,250	\$71,250	\$23,292

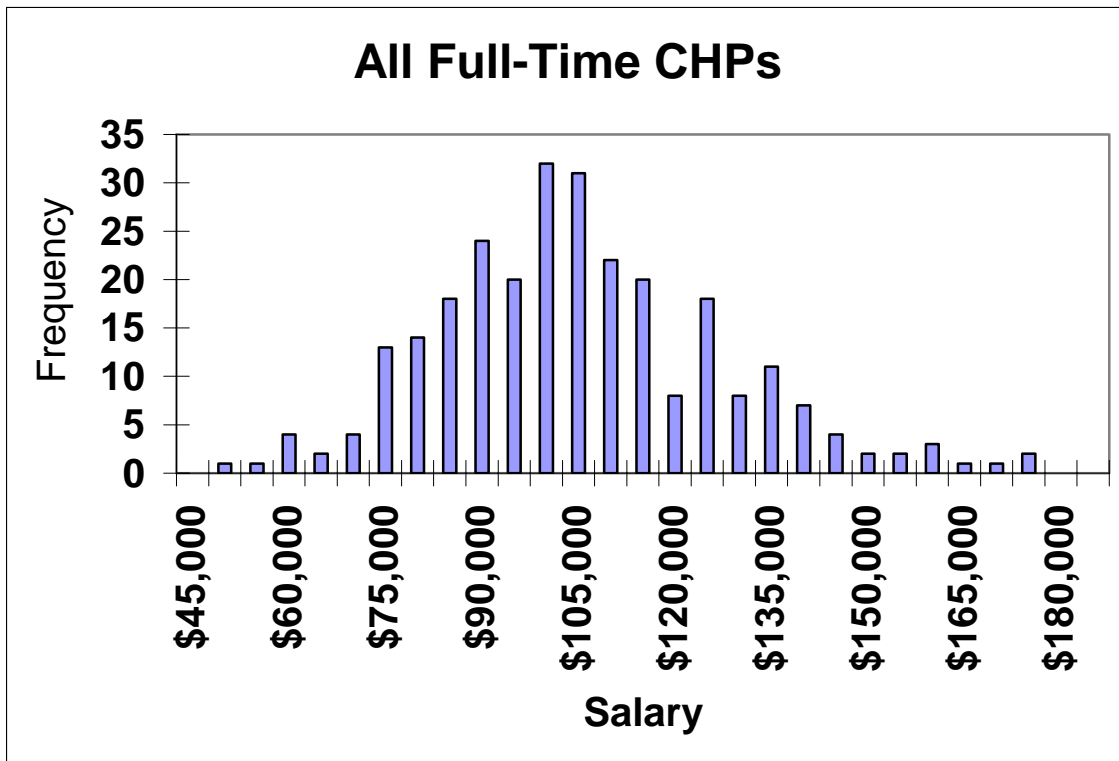
Table 11: CHPs as RPM/RSO (All CHPs in this category and by Education)

CHPs as RPM/RSO	Count	Average	Median	Max	Min	Std Dev
All CHPs in this Category	53	\$103,892	\$101,250	\$166,250	\$58,750	\$22,454
Masters Health Physics	31	\$96,653	\$96,250	\$141,250	\$58,750	\$17,702

Table 12: All CHPs with vacation and health benefits but no retirement benefits

All CHPs no Retirement Benefit	Count	Average	Median	Max	Min	Std Dev
All CHPs in this Category	10	\$99,250	\$97,500	\$126,250	\$63,750	\$17,748

Figure 1: Histogram of Table 1 Data



ABHP Holds Summer Meeting

Mary Birch, ABHP Chair

The American Board of Health Physics (ABHP) held its summer meeting in Spokane, WA on the Friday and Saturday prior to the 2005 Annual Meeting of the Health Physics Society. At that meeting, the Board elected officers for the calendar year 2006. The incoming Board officers are:

Chair	Jim Willison
Vice Chair	Shawn Googins
Secretary	Jim Tarpinian
Parliamentarian	Jerry Hiatt

A slate of replacements was prepared by the ABHP for consideration by the American Academy of Health Physics (AAHP) Executive Committee. The Executive Committee approved the appointment of Cheryl Olson and Nora Nicholson to terms of 5 years each to the ABHP. They replace outgoing members Mary Birch and Eric Goldin.

At the meeting, the Board also approved new members for the Part I and Part II Panels of Examiners.

Part I Panel	Part II Panel
Jackson Ellis	Ronald L. Mlekodaj
	Daniel I. Menchaca
	David W. Burkett
	Johnafred M. Thomas
	Willie O Harris, Jr.
	Dave McLaughlin
	Christine Donahue
	David Tucker
	Wayne Gaul
	Christopher Kessler
	Krzysztof Szornel

With the closed exam bank and increased efficiency of the Part II Panel, the number of members decreased from 28 to 27. This is the smallest number of Panel members since 1993 when the Reactor specialty was combined with the Comprehensive exam panel.

The Panel Officers for 2006 are:

Part I Chair:	Joe Greco
Part I Vice Chair:	Rob Forrest
Part II Chair:	Govind Rao
Part II Vice Chair:	Gus Potter

The ABHP expresses its appreciation to all those CHPs who give their time to serve on the Board and the Panels of Examiners and to proctor exams. Their services ensure that we keep costs of exam preparation and administration to a minimum while ensuring a consistent examination process.

Information from the Treasurer

Paul Stansbury, AAHP Treasurer

At the July meeting in Spokane, WA, the Executive Committee approved the budget recommended by the Finance Committee for the fiscal year beginning September 1, 2005. The pie charts below summarize the projected income and budgeted expenses. If you would like to see the complete budget in tabular form, visit the Academy's "members only" part of the Academy's website.

As you may note, the budgeted expenses are almost \$40k more than the projected income. In approving this budget, the Executive Committee considered the following factors:

- ✓ The Finance Committee is conservative in projecting income. Its estimates do not include the earnings of the Academy's investments.
- ✓ Officers and committees tend to spend less money than requested. Several years of historical data demonstrate this trend.
- ✓ This year's budget includes expenses for special projects not found in earlier budgets. These projects include title protection in various states and trademarking a few of the Academy's logos.
- ✓ The Academy has reached its financial goal of having long- and intermediate-term assets in excess of 2.5 times annual expenses. Therefore, using the assets earnings to keep the Academy in the black on an annual basis in the future may be justified.

If you have any questions or suggestions about the budget, please don't hesitate to contact me at my email address on the website.