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President's Message Richard J. Vetter

Historically, leadership has placed emphasis on management skills and has left informal leaders somewhat unrecognized. Informal leaders include many CHPs who demonstrate professionalism every day in their practices and who place great emphasis on meeting the needs of their customers in the context of a strong, ethical radiation safety program. Today's leaders are continuously challenged to address the rapidly changing business environment. This must be done in a professional context, holding tight to ethical behavior and maintaining trust and integrity within the organization. Integrity, ethical behavior and focusing on the best interests of our customers are at the center of a CHP's success. Of course, assuring that customers are served well requires that CHPs attend to their knowledge base not only in health physics but in their customers' fields as well.



The American Academy of Health Physics (Academy) is working to support the efforts of CHPs to increase their knowledge base and to improve benefits of radiation technologies through exposure reduction and quality improvement, i.e. maximizing benefit. The Academy is committed to maintaining the credibility of the certification process through maintenance of certification and continuing education. The Academy is absolutely dedicated to maintaining professional strength on behalf of our members.

In 2009 our focus will continue to be on our members as we work on several initiatives to support your goals, including:

1. Improve our website to make it more navigable and informative. Past President, Ed Maher, developed an initiative to update the Academy website and continues to shepherd its development. We hope to "unveil" the new website this summer.
2. Increase the rigor of our continuing education program including exploration of the use of webinars. The Continuing Education Committee, under the leadership of Jim Willison, is providing considerable effort to improve the continuing education process both on the administrative side and in terms of delivery. One of the delivery mechanisms they and representatives from the Health Physics Society are exploring is the use of webinars. They piloted this effort at the 2009 Midyear Meeting of the Health Physics Society and are in the process of evaluating the results.
3. Work to improve the value of board certification. The Title Protection and Professional Recognition Committee continues to work with the American Industrial Hygiene Association to gain title protection

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for CHPs. All the other Academy committees also work to strengthen the Academy in its support of board certification and maintenance of certification.

I hope to see you at the 54th Health Physics Society meeting in Minneapolis in July. Stop me to say hello and offer any ideas you have to strengthen the Academy.

**AMERICAN ACADEMY OF HEALTH PHYSICS
EXECUTIVE COMMITTEE**

**Abridged Minutes of January 31, 2009
San Antonio, TX**

1.0 Call to Order

President Kirner called the meeting to order at 8:30 am, and welcomed those present.

2.0 Welcome to Members and Guests

Executive Committee Members:

Ed Bailey – Past Treasurer
Ed Benfield – NRRPT Liaison
Mike Bollenbacher - Director
Regis Greenwood - Guest
Nancy Johnson - Program Director
Ray Johnson - Treasurer
Ken Kasper - Director
Nancy Kirner – President
Ed Maher – Past President
Dan Mantooth – Secretary
David Myers – Past Parliamentarian
Cheryl Olson – ABHP Chair
Steve Rima – Director and Parliamentarian
Paul Stansbury – President-Elect Designate
Richard Vetter – President-Elect

2.1 Announcements

The Parliamentarian verified that there was a quorum.

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 Reports of 2008 Officers

The reports of the Academy officers, except where noted, were provided in advance of the meeting in an agenda package prepared by the Secretariat.

4.1 President's Report (Nancy Kirner)

- ✓ Signed a letter for the Title Protection/Professional Recognition Committee to Hawaii State Auditor Consultant, Diana Chang, resulting from the study bill that passed in previous Legislative session.
- ✓ Richard Vetter will present the John Villforth Lecture at the 2009 CRCPD Meeting.
- ✓ Informally represented the Academy on the US delegation to the IRPA convention in Buenos Aires. Nancy spoke to Dick Burk while she was there and asked him if the Academy President couldn't be reserved one of the US/HPS delegate positions for IRPA meetings. This action, provided he/she is a member of HPS, would remove one of the at large positions available to the general HPS membership, but it would give greater visibility to the accredited membership of HPS.
- ✓ Supported the ABHP's effort on its continuing effort to recognize all diplomates of the Academy as meeting the training requirements for medical RSO.
- ✓ Provided comments on the draft NCRP Report, "Ionizing Radiation Exposure of the Population of the United States: An Update."
- ✓ Modified the Duties List as requested by Chair, Nominating Committee.
- ✓ Requested that the Executive Committee electronically ballot the Nominating Committee's slate of 3 candidates to replace our representative on the ABMP. Electronic Ballot was completed, affirming the slate of candidates recommended by the Committee.
- ✓ Recommended Jim Willison, the AAHP's incoming Continuing Education Committee Chair, to the HPS' ad hoc Committee on Innovative Approaches to Continuing Education, headed by Kevin Nelson, HPS Past-President.
- ✓ Continued to work on the Academy Special Session, on the HPS Program for July 14, 2009. The topic is "Why Society Needs Health Physics: Biological Effects and Challenges." The session will be set against the challenges evoked by the soon-to-be-released report from the National Council on Radiation

Protection, “Ionizing Radiation Exposure of the Population of the United States: An Update,” and should provide at least one way of tackling the largest of those challenges speakers who are not members of the HPS.

- ✓ Reviewed SOP 1.1.1, Rev 2 and the President’s GTTK document.
- ✓ Sent an e-mail to HPS President Toohey regarding an ad hoc committee on science/physics subjects in grade school recommending continuing involvement in the issue and offers help in revitalizing the intersociety forum. President Toohey replied stating support to forum.
- ✓ A discussion was held on the process for reviewing NCRP reports and way to provide consolidated comments that are approved by the academy.
- ✓ Rich Vetter suggested a GTTK document be developed.

4.2 President-Elect (Richard Vetter)

- ✓ Reviewed and provided comments on minutes of the AAHP Executive Committee Meeting of January 27, 2008.
- ✓ Reviewed SOP 1.2.1. “NO REVISION IS NEEDED.”
- ✓ Reviewed GTTK Document for President-elect. The GTTK document required no changes at the present time.
- ✓ Attended the AAHP Finance Committee meeting May 28, 2008.
- ✓ Completed AAHP committee assignments.
- ✓ Submitted to CHP News an article on committee appointments.
- ✓ Sent confirming emails to each of the new committee appointees thanking them for serving the Academy.
- ✓ Reviewed and provided comments on minutes of the AAHP Executive Committee Meeting of July 12-13, 2008.
- ✓ Commented on Jim Tarpinian’s letter and survey to all CHPs regarding the NRC potential rulemaking that would recognize the ABHP certification as a qualifying credential for being listed as a medical RSO on an NRC or agreement state license.

4.3 Past President (Ed Maher)

- ✓ Reviewed and provided comments on the AAHP Executive Committee Annual Meeting minutes.
- ✓ Developed the remaining webpage designs for the new AAHP Website and transmitted them to Brett Burk and Ruedi Birenheide for inclusion in the demonstration web site. Ed said the design is 95% done but all the material is not on the website. He still needs pictures of CHPs at work.

- ✓ Authored and submitted for publication a CHP Corner article that summarized the papers presented in the AAHP Special Session, “Radiological Accidents and Incidents –Lessons Learned?” held at the HPS Annual Meeting in Pittsburgh in July 2008.

4.4 Secretary (Dan Mantoath)

- ✓ Compiled the minutes for the Pittsburgh Executive Council, Executive Session and AAHP Business meetings.
- ✓ Reviewed GTTK 6.2.4 and provided suggested revisions with regard to the process used to abridge the Executive Council meeting minutes for publication in the CHP Corner.

4.5 Treasurer (Ed Bailey)

- ✓ As Chair of the Finance Committee presented the Committee’s Report including the proposed FY 08-09 Budget. The Budget with changes was approved by the Executive Committee.
- ✓ Presented the Treasurer’s report and the newly approved Budget for FY 08-09 to the AAHP membership at the AAHP Open Meeting in Pittsburgh in July 2008.
- ✓ Prepared article, “The State of AAHP Finances”, and submitted it to the CHP Corner Editor. This article was subsequently published in the October 2008 issue of the Health Physics News.
- ✓ Conducted a review and rated the Performance of AAHP Investments and the Financial Manager for the periods ending August 31, 2008, and November 30, 2008.
- ✓ Provided tables containing income and expenditures for the previous two budget years (FY06/07 and FY 07/08) and the current budget year through 11/30/2008.
- ✓ Reported that the fair market value of intermediate and long-term investment accounts total \$471,149 as of 11/30/ 2008. This performance represents a decrease of \$198, 498 (29.6%) from 05/31/2008.
- ✓ The performance of our financial advisor on our long-term funds was rated “red” for the quarter ending 08/31/2008 and green for the quarter ending 11/30/2008. Performance on intermediate-term funds was rated red for both periods. The next evaluation is due to be conducted 02/28/2009.

4.6 Parliamentarian (Dave Myers)

- ✓ Submitted nine SOPs to the AAHP web master, Scott Medling, for posting on the AAHP website, including:
 - SOP 1.1.2, National Service Award
 - SOP 1.4.2, Retention of Records
 - SOP 2.4.2, Investment Policy
 - SOP 2.4.3, Financial Operations
 - SOP 2.5.1, Nominating Committee
 - SOP 2.7.1, Evaluating Ethics Complaints
 - SOP 6.2.2, GTTK for President
 - SOP 6.2.15, GTTK CHP News Letter Editor
 - SOP 6.2.16, GTTK for Nominating Committee Chair
- ✓ Provided comments to Dan Mantooth on draft minutes for Annual AAHP Executive Committee meeting in Pittsburgh.
- ✓ Provided information (copies of the relevant bylaws and SOPs) to Steve Rima, Parliamentarian Designee.
- ✓ Provided a copy of the GTTK document for President (SOP 6.2.2) to Nancy Kirner at her request.
- ✓ Updated his hardcopy of the AAHP official documents including bylaws, committee charters, and other SOPs in preparation to handing them off to Steve Rima at the January 2009 meeting.
- ✓ Reviewed the GTTK document for the Parliamentarian (SOP 6.2.7). No revisions needed at this time.

5.0 Installation of New Officers

President Kirner thanked all the individuals she has worked with during her term of office.

The following individuals, previously selected by popular vote of the Academy assumed their official duties.

- Rich Vetter - President
- Paul Stansbury - President Elect
- Raymond Johnson - Treasurer
- Steve Rima - Parliamentarian
- Mike Bollenbacher - Director

6.0 Committee Correspondence and Reports

6.1 Appeals Committee (Bob Cherry/Greg Hall)

- ✓ Bob Cherry reported that the Appeals Committee had no activity during 2008. However, an appeal was filed after his written report was submitted.
- ✓ Greg Hall, incoming Chair, reported that he had reviewed a draft education benchmarks paper for Lisa Bosworth on science education in elementary and middle school. No additional requests for assistance have been received.
- ✓ Greg did provide an article for the March 2009 CHP corner.

6.2 Continuing Education Committee (Sarah Hoover/Jim Willison)

- ✓ The 2008 Committee performed numerous reviews of Courses, Seminars, and other activities.
- ✓ To streamline the review process and Committee activities, a new email address has been set up for submittal of material to be reviewed (aahpcec@burkinc.com). This new address was announced in the December 2008 CHP News. A new electronic form has been included in the new ABHP website design to allow online uploading of material to be reviewed.

6.3 Exam Site Selection Committee (Larry Sanders/April Chance)

The Exam Site Selection Committee did not submit a written report for the agenda package. Nancy Johnson reported that a verbal communication with the committee chair indicated that the committee had no activities to report.

6.4 Finance Committee (Ed Bailey)

Ed Bailey, Committee Chair, reported that the committee has not met since the July 2008 Pittsburgh meeting.

- ✓ Ed recommended that the committee meet as soon as possible in light of the poor investment performance reported in Section 4.5.
- ✓ There was some discussion on budget item requests from the committees and officers. President Vetter recommended that the letter requesting input be reworded to advise caution in budget amounts considering the current state of our investments and the economy in general.
- ✓ President Vetter recommended the requests be sent out as soon as possible to allow sufficient time for response.

6.5 Nominating Committee (Kathy Pryor)

Glenn Sturchio attended the meeting for Kathy Pryor and presented the Committee's report.

The Nominating Committee members solicited nominees from the Academy membership for the offices of President-Elect, Secretary and Director. A slate of candidates was assembled in accordance with Standard Operating Procedure (SOP)-2.5.1. The candidates are:

- President Elect**
Regis Greenwood
Kathy Shingleton
- Secretary**
Joel Hoyt
Ken Krieger

Director

Jay Maisler
Drew Thatcher

- ✓ SOP-2.5.1, Nominating Committee, was reviewed and a number of minor revisions were identified. Committee member comments have been incorporated and the draft was submitted to the Executive Committee for approval.
- ✓ Revision 2 to SOP-6.2.16, GTTK document for the Nominating Committee Chair, was also drafted. This revision contains a timeline of activities and minor editorial changes. Committee member comments were incorporated and the draft was submitted to the Executive Committee for information.

6.6 Professional Development Committee (Jay Maisler)

The Professional Development Committee did not submit a written report. Nancy Johnson reported that the AAHP/ABHP booth is here and will be set up. In lieu of getting volunteers to man the booth, President Vetter asked that the council members sit at the booth when ever possible.

6.7 Professional Standards & Ethics Committee (Paul Rohwer)

The written report provided the following summary of the committee's activities since the July 2008 Pittsburgh meeting:

- ✓ There were no complaints referred to the committee by the Executive Committee during this reporting period.
- ✓ A call has been issued for nominations for the Joyce P. Davis Memorial Award.

6.8 Title Protection/Professional Recognition Committee (Tom Buhl)

The Chair of the Title Protection Committee did not attend. A summary of the written report is provided below:

- ✓ A bill was introduced last year into the Hawaii legislature, and is now under "sunrise review" for consideration during the next legislative session. A request for information was received by the Health Physics Society from Ms. Diana Chang, Hawaii State Auditor's Office, and forwarded to the AAHP. In coordination with HPS President Dick Toohey and HPS President-Elect Howard Dickson, a letter was prepared for AAHP President Nancy Kirner's signature in response to the request. A copy of the letter without its attachments was provided for Executive Council information.

Tom provided clarification of an issue having to do with the difference between professional recognition and title protection legislation.

- ✓ Professional recognition refers to the definition of CHP or HP by a State itself, such as in legislation or other documents. The State of Hawaii Department of Health already has a definition of "health physicist" in its radiation protection regulations, and does not feel that HP should be additionally defined in legislation as professional recognition.
- ✓ Title protection involves a definition of the position by an outside organization, such as the ABHP. Hawaii regulations now require that someone practicing health physics in Hawaii should either be a CHP or under the supervision of a CHP. Consequently, the State DoH does support title protection legislation for CHPs, as this would strengthen this provision in the regulations. These positions by the State concerning professional recognition and title protection are very similar to those of the CRCPD.
- ✓ A sum of \$1000 was sent to the AIHA to pay for the AAHP portion of last year's efforts for the title protection program.

6.9 Ad Hoc Committee on Investigating Reciprocity (Shawn Googins)

The Chair did not attend the EC meeting and a written report was not provided. However, the committee has drafted a procedure providing guidance on how to deal with organizations seeking reciprocity with ABHP certification. The procedure seeks to ensure that organizations requesting reciprocity with American Board of Health Physics (ABHP) certification meet the minimum equivalent standards for certification currently required. It is essential to provide this equivalency to preserve the standing of certification and its acceptance with the regulatory community. Further discussion on the topic included:

- ✓ The comment was made that this effort was motivated by a request from the British society for reciprocity.
- ✓ President Vetter commented that the procedure doesn't really provide new information, and rather is a compilation of existing rules.
- ✓ Cheryl Olson commented that President Vetter's observation was correct and the intent was to provide some guidance when these requests come up.
- ✓ Rich Vetter mentioned at some point this should be a procedure.
- ✓ President Vetter requested that the minutes show that the Executive Council supports these efforts to date.

6.10 Liaisons' Reports

The reports of the Liaisons and Representatives, except where noted, were provided in advance of the meeting in an agenda package prepared by the Secretariat.

6.10.1 ABMP (Dean Broga/Michael Sheetz/Jean St. Germain)

The ABMP is presently working to resolve its issues with the NRC regarding RSO eligibility for its Medical Health Physics Diplomats. The issues include differences between the NRC Degree requirements and those of the Board, and does 10CFR35.50 (a)(2)(ii)(A) limit supervision to only those ABHP or ABMP certified physicists approved after the dates posted by the NRC, or, to anyone holding certification by the respective board. The latter is of particular importance to ABMP or ABHP certified individuals in supervisory positions.

6.10.2 CRCPD (Earl Fordham)

No written report was submitted.

6.10.3 Health Physics Society (Liz Brackett)

No written report was submitted.

6.10.4 NRRPT (Ed Benfield)

Edwin (Eddie) Benfield (National Registry of Radiological Protection Technologists - NRRPT Liaison) reported on the following items to the AAHP Executive Committee:

- ✓ Dave Biela (NRRPT Chairman) has been invited by the Center for Disease Control (CDC) to attend the CDC Voluntary Emergency Support Roundtable meeting in February 2009. The subject is NRRPT involvement with the CDC in a radiological event.
- ✓ The Power Reactor Section of the Health Physics Society has undertaken the RP2020 banner and seeks to promote the involvement of secondary educational sources into the field of Health Physics and Radiation Safety. This effort is to prepare for the loss of nearly 50% of the radiation safety work force due to retirement in the next 7-10 years. This effort is parallel to that being performed by AAHP. The AAHP Executive Committee was informed that the NRRPT has PowerPoint presentations currently available on their web site that Registry members are currently using in Career Day presentation at the High School level.
- ✓ The ANSI Accredited Committee N13, for which the HPS is the Secretariat, has asked NRRPT to become a member of the Committee. This committee develops Radiation Protection Standards.
- ✓ The Registry is researching the possibility of starting the Pod Cast meetings, PEP Sessions, and other subjects applicable to radiation safety. Nancy Kirner

requested that the NRRPT contact Kevin Nelson (HPS-Past President) who is spearheading the HPS ad hoc committee on the subject.

7.0 Reports from the Editor and Webmaster

7.1 Newsletter Editor (Kyle Kleinhans)

Editor Kyle Kleinhans provided a written report:

- ✓ A list of the CHP Corner Issues was provided with a summary of their contents.
- ✓ Kyle reported that, in accordance with SOP 3.2.2, he had performed the required annual review of SOP 6.2.15, GTTK Document for CHP News Editor, and no revision is needed.

7.2 Webmaster (Scott Medling)

No written report was submitted.

8.0 Report of the American Board of Health Physics (Cheryl Olson)

Chair Cheryl Olson provided the following summary of activities:

- ✓ Recognized the dedication of Parts I & II panel chairs and members and provided the ABHP Exam Statistics:
 - One hundred seventy-six candidates sat for one or both parts; slightly less than the average for the previous 7 years (184 candidates).
 - One hundred twenty-one candidates sat for Part I with a passing rate of 39%; a lower passing rate than for the previous two years (49% and 43%)
 - Eighty-eight candidates sat for Part II with a 59% passing rate; a higher passing rate than the previous 2 years (32% and 39%)
 - The ABHP granted 52 certifications in 2008
- ✓ The ABHP board continued to examine the possibility of accreditation under ANSI Standard ANSI/ISO/IEC 17024 "Accreditation of Bodies Operating Certification of Persons".
- ✓ Policy and Procedures Manual Changes
 - Added to section 3.1.1.2 to better define "closely related area of study".
 - Addition to 1.8.4 to allow for McAdams award nomination considerations for 3 years. prior to the award year.

9.0 Report of the Secretariat (Nancy Johnson)

Nancy Johnson of the Secretariat provided the following summary of her activities.

- ✓ Conducted numerous activities in connection with the certification/recertification process.

- ✓ Prepared and distributed Agenda Packets for the AAHP meeting.
- ✓ Provided up-to-date contact information for the AAHP and ABHP voting members and committee chairs.
- ✓ Provided a listing of open action items for the AAHP Executive Committee.

10.0 Old Business

10.1 ABHP/AAHP Website Redesign

Demonstration/Report (Ed Maher)

- ✓ Ninety-five percent (95%) of the conceptual design is complete for both the AAHP and ABHP sections.
- ✓ The actual creation of the website pages is nearer to 50% complete.
- ✓ The website rollout can be expected soon (90 days) but significant committee input is still required. Specifically, the “Community Bulletin Board” and “Committee Schedule” pages need to be populated by committee chairs.

10.2 Report on Executive Committee Electronic

Ballots (Nancy Johnson)

Nancy Johnson reported on the electronic ballot for replacement of the ABMP representative to the AAHP. The slate of candidates was approved by unanimous vote.

10.3 AIHA/HPS/AAHP Tripartite Agreement (Tom Buhl/Nancy Kirner)

AIHA will take the lead for both the AAHP and HPS on the issue of title protection. Nancy Kirner will follow up to ensure all contractual requirements are in place with the AIHA.

10.4 Business Continuity Plan (Cheryl Olson)

Cheryl Olson presented the draft ABHP business continuity plan and emphasized that it still is a work in progress. Cheryl explained that they are using a graded approach. An ad hoc committee was formed to evaluate scenarios and will identify the most likely and develop procedures for those first.

11.0 New Business

11.1 Revised SOP 2.2.2 (Jim Willison)

Jim Willison provided suggested changes to SOP 2.2.2 regarding assigning continuing education credits to continuing Education activities.

11.2 New ABHP Policy (Cheryl Olson)

ABHP Chair Cheryl Olson reported that suggested changes to the ABHP Policy Manual, Section 3.1.1.2 had been made to better define "closely related area of study". The proposed definition consists of the following:

“A closely related area of study means a field of study synonymous with health physics (e.g., radiation sciences, radiation protection) or in which radiation safety would be reasonably expected to be an essential element of the coursework (e.g., nuclear engineering, medical physics, industrial hygiene).”

The Executive Committee approved the proposed change.

12.0 Adjournment

The January 2009 AAHP Executive Council Meeting was adjourned.

Address contributions for *CHP News* and “CHP Corner” to:

Kyle Kleinhans, CHP
 10222 Misty Brook Lane
 Knoxville, TN 37922
 Work: 865-241-1024
 FAX: 865-241-4266
 Home: 865-671-4098
 E-mail: klink17@tds.net
 E-mail: krp@y12.doe.gov

Harry Anagnostopoulos, CHP
 3501 Shady Timber St, Apt 1112
 Las Vegas, NV 89129
 Work: 702-295-3489
 FAX: 702-295-2025
 E-mail: H.Anagnostopoulos@NV.DOE.GOV
 E-mail: anaghw.business@yahoo.com

AMERICAN ACADEMY OF HEALTH PHYSICS - 2009

Voting Members of the Executive Committee

Note: Term expires at the end of the year indicated.

PRESIDENT

Richard J. Vetter ('10)
Mayo Clinic/Radiation Safety
200 1st St SW, MS B28
Rochester, MN 55905
(507)284-4408 Work
rvetter@mayo.edu

PRESIDENT-ELECT

Paul S. Stansbury ('11)
7313 Columbia River Rd
Pasco, WA 99301
(509)375-6937 Work
(509)375-2019 FAX
paul.stansbury@pnl.gov

PAST PRESIDENT

Nancy P. Kirner ('09)
6108 Nahane West Drive NE
Tacoma, WA 98422
(253)370-0798 Cell
kirner@harbornet.com

SECRETARY

Daniel Mantooth ('10)
2798 Sawgrass Loop
Richland, WA 99354
(509)946-0410 ext 328 Work
(509)628-9006 Home
dsm99354@charter.net

TREASURER

Raymond H. Johnson, Jr. ('11)
Dade Moeller & Associates
Radiation Safety Academy Division
481 N Frederick Ave, Suite 302
Gaithersburg, MD 20877-2472
(301)990-6006 Work
(301)990-9878 FAX
ray.johnson@moellerinc.com

MEMBER & PAST-TREASURER

Edgar D. Bailey ('09)
2804 Misty Shore Lane
Pflugerville, TX 78660
(512)934-2357
edbaileychp@msn.com

MEMBER

Michael K. Bollenbacher ('11)
Auxier & Associates
9821 Cogdill Rd, Suite 1
Knoxville, TN 37932
(865)675-3669 Work
(865)675-3677 FAX
mikeb@auxier.com

MEMBER

Kenneth M. Kasper ('09)
6595 Via San Blas
Pleasanton, CA 94566
(925)699-9886
kkasper@energysolutions.com

MEMBER & PARLIAMENTARIAN

Steven D. Rima ('10)
3202 Primrose Court
Grand Junction, CO 81506
(970)243-2861 Work
(970)256-7356 FAX
sdrima@mactec.com

ABHP CHAIR, EX-OFFICIO MEMBER

Cheryl L. Olson ('09)
411 Maple Street,
Casco, WI 54205
Work (920)388-8638
cheryl_l_olson@msn.com
cheryl.l.olson@dom.com

AMERICAN ACADEMY OF HEALTH PHYSICS - 2009

Note: Term expires at the end of the year indicated.

APPOINTED POSITIONS

PROGRAM DIRECTOR

Nancy Johnson
American Academy of Health
Physics
1313 Dolley Madison Blvd, Ste. 402
McLean, VA 22101
(703)790-1745 ext. 25 Work
(703)790-2672 FAX
njohnson@burkinc.com

NEWSLETTER EDITOR

Kyle Kleinhans, Editor
10222 Misty Brook Lane
Knoxville, TN 37922
(865)241-1024 Work
(865)241-4266 FAX
(865)671-4098 Home
klink17@tds.net
krp@y12.doe.gov

WEBMASTER

E. Scott Medling
So. California Edison
P O Box 128
San Clemente, CA 92674-0128
(949)368-7492 Work
(949)203-2274 FAX
Scott.medling@sce.com

AAHP LIAISONS

ABMP:

Dean W. Broga (1/07 through 12/09)
Medical College of Virginia
Virginia Commonwealth University
Envir Health & Safety, Box 980112
Richmond, VA 23298-0112
(804)828-5877 Work
broga@hsc.vcu.edu

ABMP:

Michael C. Erdman (1/09 through
12/11)
Hershey Medical Center
Health Physics MC H141
Hershey, PA 17033
(717)531-4222
merdman@psu.edu

ABMP:

Michael Sheetz (1/08 through 12/10)
6945 Rosewood St
Pittsburgh, PA 15208
(412)624-2728
sheetz@radsafe.pitt.edu

NRRT:

Dave Tucker, CHP MSc RRPT
CRPA(R)
Senior Health Physicist
Health Physics Department
Nuclear Research Building
McMaster University
Ph: (905) 525-9140 X 24099
tuckerdm@mcmaster.ca

HPS:

Elizabeth Brackett
64 Sutton Drive
Vernon, CT 06066
(860)872-2137 Work
ebrackett@mjwcorp.com

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@gmail.com

AMERICAN ACADEMY OF HEALTH PHYSICS - 2009

AAHP COMMITTEE CHAIRS AND MEMBERS

Appeals

Gregory Hall, Chair ('10)
655 Cedar Ridge Dr
Idaho Falls, ID 83404
(208)526-8663
gregory.hall@icp.doe.gov
Nicholas Panzarino ('09)
Penny Shamblin ('11)

Continuing Education

James S. Willison, Chair ('11)
Washington Safety Management Solutions
2131 Centennial Avenue, SE
Aiken, SC 29803
(803) 502-9852
jim.willison@wsms.com
Louise Buker ('09)
James Cherniak ('10)
Joseph Greco ('11)
David Hearnberger ('09)
Scottie Walker ('09)

Exam Site

April Chance, Chair ('10)
Covidien/Mallinckrod, Inc.
675 McDonnell Blvd
St Louis, MO 63134
(314)654-7960
april.chance@covidien.com
Jason Flora ('11)
John Gough ('10)
Jack Higginbotham ('11)

Nominating

Kathryn Pryor, Chair ('11)
Battelle PNW, MS J2-38
PO Box 999
Richland, WA 99352
(509)371-7888
kathy.pryor@pnl.gov
Keith Anderson ('09)
Morgan Cox ('11)
John Hageman ('10)
Earl Fordham ('11)
Steven King ('09)
Kyle Kleinhans ('11)
Glenn Sturchio ('10)
Patricia Milligan (ABHP Vice Chair) ('09)

Finance

Paul S. Stansbury, Chair ('11)
7313 Columbia River Rd
Pasco, WA 99301
(509)375-6937
paul.stansbury@pnl.gov
Edgar Bailey ('09)
Cheryl Olson ('09)

Professional Development

Jay Maisler, Chair ('10)
16802 Woburn Lane
Lutz, FL 33549
(813)962-1800
jmaisler@earthlink.net
Cindy Bloom ('11)
Edward A. Christman ('09)
Michael Davidson ('10)
Thomas E. Johnson ('09)
Jeffrey Vollmer ('11)
Kevin Buckley (ad hoc AAPM Liaison) ('09)

Professional Standards & Ethics

Paul Rohwer, Chair ('09)
989 West Outer Drive
Oak Ridge, TN 37830
(865)483-1879
PaulSandyR@bellsouth.net
Karen Barcal ('09)
Jack Fix ('11)
Ruth McBurney ('10)
Cheryl Olson ('10)

Title Protection/Professional Recognition

Tom Buhl, Chair ('11)
1877 Brillante Lane
Santa Fe, NM 87505
(505)471-0121
tombuhl@comcast.net
Kathleen Dinnel-Jones ('09)
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Casco, WI 54205
Work (920)388-8638
cheryl_l_olson@msn.com
cheryl.l.olson@dom.com

VICE CHAIR

Patricia A. Milligan '09
PO Box 452
Barnesville, MD 20838
Work (301)415-2223
Fax (301)415-2968
pamm718@aol.com
patricia.milligan@nrc.gov

SECRETARY

Nora A. Nicholson '10
NAPS/Dominion Power
P.O. Box 402
Mineral, VA 23117
Work (540)894-2071
Fax (540)894-2408
Nora.Nicholson@dom.com

PARLIMENTARIAN

Kent Lambert '11
300 Glenside Road
Millville, NJ 08332
Work (215)255-7860
FAX (215)255-7874
kent.lambert@drexel.edu

MEMBER

Sharon Dossett '13
2688 Marblevista Blvd
Columbus, OH 43204
Work (614)424-4961
dossetts@battelle.org

MEMBER

Jack F. Higgenbotham '12
Oregon State University
Radiation Center
Corvallis, OR 97331
Work (541)737-7068
Fax (541)737-0480
Jack.higgenbotham@oregonstate.edu

MEMBER

Govind R. Rao '13
420 Sundown Road
Knoxville, TN 37934
Work (865)576-1182
Fax (865)574-8558
zga@ornl.gov

MEMBER

James E. Tarpinian '09
249 W Schreyer Place
Columbus, OH 43214
Work (614)424-3203
Fax (614)458-3203
tarpinianj@battelle.org

PROGRAM DIRECTOR

Nancy Johnson
American Board of Health Physics
1313 Dolley Madison Blvd, Suite 402
McLean, VA 22101
Work (703)790-1745 ext 25
Fax (703)790-2672
njohnson@burkinc.com

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1408 Musgrave Drive
Roseville, CA 95747
(916)474-5589
radtype@aol.com

Michael Stabin, Vice Chair
Vanderbilt Univ, Dept of Radiology
1161 21st Avenue South
Nashville, TN 37232
(615)343-0068
michael.g.stabin@vanderbilt.edu

Anthony M. Huffert, Past Chair
14804 Springfield Road
Darnestown, MD 20874
(301)415-7000 Work
anthony.huffert@nrc.gov

PART 2 PANEL OF EXAMINERS

Mark A. Miller, Chair
PO Box 451
Fairview, TN 37062
(615)343-8220 Work
andy.miller@vanderbilt.edu

David W. Burkett, Vice Chair
2028 Preakness Place
Lebanon, TN 37087
(615)327-4751 x5112
david.burkett@va.gov

Patrick J. LaFrate, Jr., Past Chair
4917 Kingpost Dr
Fuquay-Varina, NC 27526
(919)362-3516
patrick.lafrate@pgnmail.com

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