



N · E · W · S

PRESIDENT'S MESSAGE

Howard Dickson

Personally, I have been consumed by homeland security issues for the past year or so. I have found that I can integrate homeland security activities into my health physics professional life and encourage others to consider doing the same. CHPs can contribute to this cause in so many ways. Our radiological and nuclear knowledge and skills make us a natural to offer support to Federal, State and Local agencies and organizations that have to deal with radiological dispersal devices (RDD) or improvised nuclear devices (IND). As I write this, I am listening to my television and hear the bombs falling in Iraq. I can only wonder what repercussions we may face in terms of dirty bombs or other terrorist attacks.

This is a good time to reflect on what the Academy has accomplished and where we seem to be headed. I just finished reviewing Academy activities and decisions made in the past two or three years. To me it is important that the Academy demonstrate consistency of purpose and continuity of action. The profession needs and demands long-term stability and reasonable assurance that projects and tasks, once approved and begun, will be completed by subsequent administrations. I believe that I have inherited obligations from previous Academy administrations that must be continued and completed to the satisfaction of the membership. On the other hand, I have the unique opportunity to introduce some of my own initiatives that will encumber future administrations, if they are indeed worthwhile initiatives.



Some of the Academy initiatives that need to be continued or require follow-on activities include:

1. **Review of our Strategic Plan.** Past President, Jim Tarpinian, has agreed to follow through with his initiative to review the Academy's Strategic Plan and make any mid-course corrections that are necessary. He will be leading a workshop at the ARSCE in San Diego to this end.
2. **Re-Engineering of the Part 2 Exam.** The Board has made some difficult decisions concerning re-engineering of the Part 2 Exam. Ed Bailey will be providing leadership to solidify the ABHP position and provide future direction in this important endeavor.
3. **Public Participation on the ABHP.** A recent review of the requirements of the Council of Engineering and Scientific Specialty Boards (CESB) for public participation on the ABHP has caused us to rethink our approach to this important task. Hard decisions on our course of action need to be made soon if we intend to pursue a timely renewal of our accreditation with CESB.

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4. **Licensure/Title Protection Issues.** Some of our sister environmental health and safety organizations have taken a more proactive approach to these issues, causing some CHPs to want to re-assess our position and re-evaluate our options. Kenny Fleming is leading an Ad Hoc Committee to explore these issues and report to the Executive Committee in San Diego.

Some of the promising areas for new initiatives include:

1. **Web Site Enhancement.** Our web site has remained substantially static for some time. Perhaps it is time to explore some innovations and enhancements to make the site more useful to our membership. I am looking for input and volunteers to work on this initiative with our Webmaster, Scott Medling. Log onto <http://www.aahp-abhp.org>, have a look at what is available, and make suggestions on how you would like to see it improved.

2. **Expanded Relationships with Organizations in Allied Fields.** In addition to working with other ES&H professionals on licensure and title protection issues, there are many other options for cooperation and mutual support.
3. **Expansion of Member Services.** We should always be looking for ways to be of service to our membership, in terms of recognition of achievements, continuing education, opportunities to serve the profession, etc.
4. **Ensuring Our Financial Future.** As the CHP candidate pool shrinks, it becomes increasingly difficult to guarantee the financial future of the Academy. We need a long term financial strategy and plan to eliminate deficit budgets and maintain sufficient reserves. Our plan needs to deal with increasing revenue and containing expenses.

As usual, we will certainly continue to face challenges and be provided opportunities to excel. With your help and continued cooperation, I am convinced that we will have another successful year.

**AMERICAN ACADEMY OF HEALTH PHYSICS
EXECUTIVE COMMITTEE**

**Minutes of Meeting of January 28, 2003
San Antonio, Texas**

1.0 Jim Tarpinian called the meeting to order.

2.0 Jim Tarpinian welcomed members and guests.

Attendees:

Jim Tarpinian	(Outgoing) President
Howard Dickson	President-Elect/Incoming President
Tom Buhl	Incoming President-Elect
Kathy Shingleton	Secretary
Tom Essig	(Outgoing) Treasurer
Kathy Pryor	Past-Chair ABHP
Ed Bailey	Director, Chair ABHP

Nancy Johnson	Program Director
Regis Greenwood	Incoming Director, Acting Parliamentarian
Ruth McBurney	AAHP/CRCPD Liaison
Dave Kent	NRRPT Liaison
Ed Maher	HPS Liaison
Carolyn Owen	Outgoing Professional Development Chair

Jim Tarpinian acknowledged the continued contributions of Nancy Johnson, whose guidance has been invaluable in keeping us all on track, and Kathy Pryor, who has

done an enormous amount of work as chair of the ABHP.

3.0 Discussion and approval of agenda (Howard Dickson)

The agenda was approved as amended. Two items were added to the agenda: Request for Support for the US Participation in the Development of ISO Nuclear Standards; and Academic Accreditation.

4.0 Approval of minutes from the June 2001 Meeting (Howard Dickson)

The meeting minutes were accepted as presented.

5.0 Report of 2002 Officers

5.1 President’s Report (Jim Tarpinian)

The Presidents Report is contained in the Executive Committee’s notebook and was briefly reviewed.

5.2 President-Elect’s Report (Howard Dickson)

The message from the President-Elect is contained in the Executive Committee’s notebook and was briefly reviewed.

5.3 Secretary’s Report (Kathy Shingleton)

The minutes from the previous Executive Committee meeting constitute the Secretary’s report and are contained in the Executive Committee’s notebook.

5.4 Treasurer’s Report (Tom Essig)

The Treasurer’s Report is contained in the Executive Committee’s notebook and was briefly reviewed.

Tom noted the success of the AAHP toward the investment policy and did not recommend any changes to the AAHP investments at this time.

A motion was made to accept all the reports (Howard Dickson/Tom Essig) and was carried unanimously.

6.0 Installation of 2002 Officers (Jim Tarpinian)

President Jim Tarpinian expressed his thanks for the support he has received before ‘passing the gavel’ to the incoming officers/Directors.

Howard Dickson’s three main objectives for next year are to:

- ✓ Financial stability (as we can’t continue with deficit budgets indefinitely),
- ✓ Continued development of the web site so it is a real resource to CHPs, and,
- ✓ Resolution of some of the current issues we have (e.g., public members).

7.0 Committee Correspondence and Reports (Howard Dickson)

7.1 Appeals Committee (Terry Johnson/Thomas LaVake)

There were no appeals this past year no action was necessary by the Appeals Committee

7.2 Continuing Education Committee (Jeff Kotsch)

Nancy Johnson noted that the CEC courses on Saturday were “phenomenally” attended, with 75 and 63 attendees in Courses 1 and 2, respectively.

7.3 Exam Site Selection Committee (Dan Burnfield/Larry Hoffman)

It was noted that the process of site selection will begin in February for the upcoming exam.

7.4 Finance Committee (Tom Essig)

The Finance Committee Report is contained in the Executive Committee’s notebook and was briefly reviewed. Tom Essig noted that the Agenda packet contains proposed performance criteria for the AAHP investment advisor. Tom has developed proposed goals for the investment advisor under various conditions (up market/down market) and actions for the AAHP to take if the advisor is not meeting the criteria.

In Attachment 2 of the Agenda packet, Tom Essig included the track record of the advisor. When the market has been down, our advisor has done well (in the ‘green zone’, according to our criteria); when the market is up, our advisor would have occasionally been in the ‘yellow’ zone. Pending the ‘nod’ from the AAHP Executive Committee, Tom’s plan is to share the proposal with the current Finance committee and then develop an SOP that is consistent with the plan. Tom will

present the SOP at the annual meeting.

Tom Essig thinks we're \$9500 better off than the numbers reflect (because of realized/unrealized gains).

A motion was made to accept the criteria recommended by the Finance Committee, with the addition of the following statement for assessing the performance of the financial advisor (Jim Tarpinian/Tom Buhl). The motion was carried unanimously. "In addition to the periodic reviews, the Finance Committee reserves the right to review the advisor's performance on an as-needed basis and to make real-time recommendations to the Executive Committee."

A motion was made for the Finance Committee to develop an alternate set of criteria for assessing the financial advisor's performance for the intermediate-term funds (Jim Tarpinian/Tom Buhl) and was carried unanimously.

7.5 Nominating Committee (Jerry Martin/Johnafred Thomas)

The Nominating Committee report was accepted as presented in the Executive Committee's notebook. There was no discussion.

7.6 Professional Development Committee (Carolyn Owen/Armin Ansari)

Carolyn Owen noted that the University and Hospital RSO standards are ready to go to publication. Carolyn requested that Mary Walchuck be hired to do a final editing and layout, at a projected cost of \$320 (not to exceed \$500) for the 20 pages (includes both standards). Nancy Johnson noted this amount of money is available in the AAHP discretionary funds.

Chuck Roessler presented a number of printing options, including different colors for the covers. Chuck stated that 6000+ copies will be printed for the inserts, but if we want additional copies, we should order them during the original printing. The total cost of printing is projected to be \$1,800-\$2,200.

7.6.1 University RSO SQ/P Update

Scheduled for publication in the May Newsletter.

7.6.2 Hospital RSO SQ/P Update

Scheduled for publication in the July Newsletter.

The question was asked whether or not we had the funds to publish both of these standards this fiscal year. Tom Essig noted that we're already in a deficit budget, so it's a matter of do we want to go further into debt to publish these standards. Chuck Roessler noted that there was a cost-sharing agreement between the AAHP and the HPS; Ed Maher said he would remind the HPS Board of this agreement. Jim Tarpinian noted that these standards had been in development for a very long time and recommended that we not delay in their publication.

The following motions were made and carried unanimously:

- ✓ Publish the two RSO standards, one each in May and July 2003, respectively. (Tom Buhl/Ed Bailey)
- ✓ Cover color to be light blue, like CHP News. (Tom Essig/Tom Buhl)
- ✓ Cover of Standard to be in high-quality, glossy format, similar to the ANSI Standards. (Jim Tarpinian/Tom Buhl)
- ✓ Print approximately 300 additional copies of both Standards. (Jim Tarpinian/Regis Greenwood)
- ✓ Print the names of the contributors in the published documents. (Regis Greenwood/Tom Essig)
- ✓ Recognize in the preface of the publication that the Professional Development Committee (PDC) developed the standard. The PDC may acknowledge other individuals or organizations, as they see fit. (Kathy Shingleton/Regis Greenwood)
- ✓ List the title of "CHP" after any individual listed by name in the standard, as appropriate. (Jim Tarpinian/Ed Bailey)
- ✓ Subject to the review of counsel, include the following disclaimer in Standards published by the AAHP: "The authors, editor(s), publisher, and American Academy of Health Physics (AAHP) disclaim any responsibility or liability for the misuse of this Standard for Qualification/Practice and do not guarantee, warrant, or endorse any product or service mentioned therein." (Jim Tarpinian/Kathy Shingleton)

✓ Within the ‘Standards for Qualification/Practice’ domain, specify in the title of the document whether it is a Qualification or a Practice. (Kathy Shingleton/Regis Greenwood)

7.7 Professional Standards and Ethics Committee
(Otto Raabe/Carol Berger)

There was no report from the committee.

7.8 Liaisons

7.8.1 CRCPD (Ruth McBurney)

Ruth announced that she will no longer be the liaison to the CRCPD. Earl Fordham will replace Ruth as liaison to both the AAHP and the ABHP. Ruth noted that CRCPD would like to consider sponsoring a midyear meeting.

7.8.2 HPS Liaison (Ed Maher)

Ed reported that we have a ‘capital crisis’ in manpower (i.e., more retiring HPs than incoming HPs). He suggested that perhaps HP positions are being filled by people who do not necessarily have the same credentials as those leaving the positions.

Jim Tarpinian noted that the letter he sent to DOE EH (Bev Cook) to try to engender government support for educational programs received a cold response. DOE EH generally stated that the lack of available resources was a contractor problem.

7.8.3 NRRPT (Kent Lambert/Dave Kent)

Dave Kent reported that the NRRPT met yesterday. The NRRPT looked at the Council of Engineering and Scientific Specialty Boards (CESB) certification (which is going down in price) but is still expensive. The NRRPT doesn’t meet two of their criteria, so the issue has been put on ‘hold’.

NRRPT is also running a deficit budget and is looking to vendors to get itself back on a more stable financial footing.

A motion was made to accept the liasons’ reports (Howard Dickson/Tom Essig) and was carried unanimously.

8.1 Newsletter Editor (Steve Rima/Kyle Kleinhans)

A written report was included with the Agenda packets.

There was a discussion regarding whether minutes should be published in the CHP news before they are formally accepted by the Executive Committee.

A motion was made for electronic ballot approval of this set of minutes by April 15, 2003 (Regis Greenwood/Tom Buhl) and was carried unanimously.

A motion was made to develop an SOP for electronic balloting of any matter brought before the Executive Committee (Regis Greenwood/Tom Essig) and was carried unanimously.

8.0 Reports from the Editor and Webmaster:

9.0 Report of the American Board of Health Physics (ABHP) (Kathy Pryor/Ed Bailey)

Kathy reported that in June 2002, the ABHP Certification exam was given at the annual meeting plus 15 other sites. There were 141 Candidates who took Part I; 18% passed. There were 94 Candidates who passed Part II; 46% passed. There are 39 new CHPs.

In analyzing the performance of Part I, 'new' questions didn't perform as well as 'old' questions. Efforts will be made this year to place 'tried and true' questions back on the exam and conduct another passing point workshop.

The Board discussed other means of conducting the passing point workshop but decided to stay with the current process for the time being.

Kathy Pryor expressed her thanks to the Part I and II panels, especially the Panel Chairs, Kent Lambert (Part I) and Sharon Dossett (Part II), who put in an enormous amount of effort.

There have been questions asked about the schedule for reengineering the Part II exam. The ABHP acknowledged that the earliest they could transition to a new exam is 2007, and the contract with CSI was not readily manageable (e.g., the contract was written with payment dates, not deliverables). After much discussion, the ABHP Board voted to suspend the present effort of reengineering the Part II exam and to direct their effort into developing a more focused plan.

Kathy Pryor noted that many good things did come from the reengineering effort:

- ✓ Domains of practice were validated and consolidated into 5 categories with more detail;
- ✓ The ABHP made the decision to close the Part II exam (i.e., candidates don't take exams home);
- ✓ New questions that are useable on Part I or II were developed;
- ✓ The ABHP reconfirmed their desire to have more multiple choice questions on Part II.

The ABHP will write an article for the CHP News

describing the process, issues, and current status of the reengineering process. Kathy Pryor acknowledged the contributions of the ad hoc reengineering committee, which has now been dissolved.

Kathy Pryor noted there were several proposed policy revisions as noted in the Agenda packet. There was a discussion about the 'revision to allow more flexibility in handling Part I exam results'; the general consensus was that allowing the flexibility was in the best interest of the candidate.

A few other minor (editorial) changes were noted and passed to Ed Baily for implementation.

A motion was made to approve the proposed ABHP policy changes presented in the Agenda packets (Tom Buhl/Jim Tarpinian) and was carried.

A motion was to accept the ABHP report (Kathy Shingleton//Tom Buhl) and was carried unanimously.

10.0 Report of the Secretariat (Nancy Johnson)

The Secretariat's report is contained in the Executive Committee's notebook.

Executive Session

A brief executive session was held.

11.0 Old Business

11.1 Strategic Plan Update (Jim Tarpinian)

Jim Tarpinian will continue to serve as the chair of the ad hoc committee to develop the strategic plan.

11.2 Termination of CSI Contract (Jim Tarpinian)

Jim Tarpinian wrote a letter to CSI stating that the AAHP will not pay for any additional services. We have not heard from CSI since.

11.3 Nominating Committee Internal Balloting

Results (Howard Dickson)

Howard Dickson completed his action item.

11.4 CHP Corner Article re: Joyce Davis Award (Otto Raabe/Kyle Kleinhans)

The Nominating Committee will ensure the Joyce Davis award nomination is completed by February 2003.

11.5 Proposed Bylaw Change on Ballot (Nancy Johnson/Kathy Shingleton)

Bylaw change regarding including a public director could not be balloted because the ABHP Board had not voted (by a two-thirds majority) to approve the change. The earliest the Executive Committee could vote would be at the June meeting; the earliest the membership could vote would then be in early 2004 (which would still precede the 2005 CESB accreditation date.)

11.6 Bylaws Available on Web (Scott Medling)

Action complete. (They have always been posted there.)

11.7 SOPs delivered to Regis Greenwood and Scott Medling (Scott Medling)

Action complete.

11.8 SOPs Available on Web (Scott Medling)

Action pending. (Scott only recently received the copies.)

11.9 Request for E-mail Addresses: Dues Letter (Nancy Johnson / Jim Tarpinian)

Action complete.

11.10 Bylaw Change Re: Contract Signature Authority (Liz Brackett)

Reassigned to Tom Buhl.

11.11 ABHP Public Director (Ed Bailey)

Ed Bailey has researched the CESB requirements to have to 'have a public director.' As it turns out, we don't have to have a public director, we just have to get public input. There is a variety of ways the AAHP could meet

the intent of this requirement. Ed proposes presenting CESB with a variety of options and getting CESB's input before proceeding.

12.0 New Business

12.1 AAHP Technical sessions in San Diego (Jim Tarpinian)

Jim Tarpinian is lining up a variety of different talks for the annual meeting, including the policy on radioisotope production; acceptability of AAHP credentials; ABMP views on specialty exams, purpose of comprehensive certification, etc.

12.2 On-line ballot (Nancy Johnson)

On-line balloting as recently used by HPS worked well, but either the Bylaws need to be modified (they state ballots will be *mailed* within 60 days.....) or we will still have to continue to mail ballots. In the HPS election, the number of voters did not increase with the availability of on-line balloting.

A motion was made to make electronic balloting an option in upcoming elections (Ed Bailey/Tom Essig) and was carried unanimously.

12.3 Legislative Actions Impacting CHPs (Howard Dickson)

Howard Dickson is concerned that CHPs may be screened out of work by not being specifically mentioned in legislation as an acceptable profession. Howard has asked Kenny Fleming to chair an ad hoc committee and report back to the AAHP Executive Committee.

12.4 Misrepresentation of Certification (Jim Tarpinian)

William Don McDougall, Ph.D., is claiming to be a CHP (and a CIH, and many other things...) Jim Tarpinian wrote and asked McDougall to stop using the title; McDougall declined. Although Mr. McDougall is not viewed as a threat to the overall certification, there is a concern that lack of action on the AAHP's part may be construed as 'implied consent' to misuse the title.

12.5 CSI Proposal Re: Qualifications for Medical HPs (Jim Tarpinian)

Jim Tarpinian presented a CSI 'Plan for Recognizing the Junior Health Physicist'. Jim solicited Executive Committee input; the decision was made to dismiss the issue without further action.

12.6 Villforth Lecture Nominations (Info Only) (Jim Tarpinian)

Dale Denham pulled together nominations for Paul Zeimer and Ken Miller for the Villforth Lecture Nomination. They were not selected, but may be considered in the future. The selection committee was apparently impressed with their credentials (but can only select one lecturer each year.)

12.7 Letters of Congratulations to CHPs (Info Only) (Jim Tarpinian)

Jim provided a few example letters of congratulations that he sent out this year; he encouraged the practice of recognizing achievements by CHPs be continued.

12.8 Request for Support for the US Participation in the Development of ISO Nuclear Standards (Howard Dickson)

Howard Dickson has responded to one request and may respond to a second request. We told them we support them in principal, but not with funding.

12.9 Academic Accreditation

We have been approached by HPS leadership regarding our posture on academic accreditation. Although the Academy does not have an official position on this subject, we will continue our involvement and dialogue through Ed Maher, our HPS Liaison.

12.10 Next AAHP meeting

The next meeting of the AAHP Executive Committee will be Saturday afternoon July 19, Sunday July 20th, as needed. (Wednesday is tentatively Academy day at the annual meeting).

A motion was made (Regis Greenwood/Tom Buhl) to adjourn the meeting. The motion was carried unanimously.

REMINDER

Application materials may be obtained from the Academy web page:

www.aahp-abhp.org

or

from the Secretariat, 703-790-1745.

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

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Articles, Letters to the Editor, etc. are welcome. Contributions may be in the form of electronic files (MS Word or WordPerfect), text files, or hard copy.

AMERICAN ACADEMY OF HEALTH PHYSICS ADMINISTRATIVE ROSTER - 2003

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

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