



INSIDE NSH

2014 ANNUAL REPORT

National Society for Histotechnology
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The National Society for Histotechnology is a non-profit organization, committed to the advancement of histotechnology, its practitioners and quality standards of practice through leadership, education and advocacy.

As the national organization for histologists, the National Society for Histotechnology, through its Executive Office, is well positioned to provide unique services to its members and to promote the vitality, visibility, and diversity of the discipline. Working at the national and international levels, the Society aims to implement programs likely to have the broadest possible impact for histology now and in the future.

FROM THE PRESIDENT – ELIZABETH SHEPPARD

In 2013, NSH focused on delivering value for our members in a rapidly changing educational landscape. Organizations across the country are being transformed by dynamic forces, including changes to information delivery, technology, regulations and competition for talent. These developments have profound implications for NSH and the histology profession. NSH must provide a sound infrastructure to support increasingly global needs as well as maintain and increase offerings to our current diverse membership.



NSH has doubled efforts to provide members with the resources to meet challenges within the laboratory today – and tomorrow. Across the organization, our leadership, volunteers and staff have worked diligently to provide a member experience of exceptional professionalism, relevance and engagement. Our members have responded to the value we provide, helping to make NSH a stronger force as advocates for the histology profession.

Last year we embarked on a difficult journey to begin building a strategic 3 year plan. Since last year we have begun work on translating some of the high level strategies into an actionable business plan. We are forced to make some hard decisions about priorities that compete for resources, and the source of new revenues to support important new strategic initiatives.

This calls for the collection of much needed data. We intend to identify the critical data through a series of focus groups to be held at the S/C in Austin as well as through an NSH Membership Impact Study that will be conducted from September 9-23, 2014. More details about this survey will be shared as the date gets closer.

The Board of Directors has assembled a task force to analyze the data that will be collected from these various groups. We will discuss the impact that each activity will have along with the degree of difficulty to deliver. This will assist in bringing together a comprehensive forecast of events over the next few years. The defined roadmap will be a clear direction for the membership and Board of Directors to evaluate together.

NSH is a healthy and vibrant organization of members who are energized and passionate about their work. I encourage members to continue engaging in activities within NSH through publications, presentations and involvement at the committee level. Together we fulfill our commitment to continuous learning and high standards of practice.

VICE PRESIDENT – JERRY SANTIAGO

The 2013-2014 year was a little busy for the office of the Vice President. This year I had the opportunity to attend several partnership meetings as well as working toward the planification of the strategic goals of the society.



- Have participated in required BOD teleconferences and other meetings as required.
- Attended the 61st Annual Scientific Meeting of the American Society of Cytopathology in Orlando, Florida.
- Attended the Second Central American Histotechnology Conference in San José, Costa Rica
- Headed the 2014 Strategic Planning for the society along with the President and attended the summer symposium in Baltimore, MD.
- Appointed a task force to work on portions of the strategic planning for NSH.

State Meetings and committees in attendance:

- CAP HistoQip committee and grading meetings.
 - Prepared and presented the orientation session for HQIP
 - Completed my appointment with the CAP HistoQIP Committee
- CAP/NSH Uniform Labeling committee
 - Conference Calls
 - Face-to-face meeting in Houston, TX
- Presented workshops at the Puerto Rico Histotechnology event sponsored by NSH and La Concepción Hospital in San Germán, PR
- Attended the Florida Society for Histotechnology Annual Meeting in Orlando, FL.

Goals for the coming year:

- Continue the work in progress with the strategic planning of the society.
- Provide allowable assistance as needed to state societies.
- Continue a liaison relationship between NSH and the state societies as needed
- Provide ongoing support to the committees that I have been appointed, and meet their future challenges.
- Attend state meetings with other regions.
- Promote the field of histotechnology thru education and presence at meetings along with the technology available to our members and the community.

IMMEDIATE PAST PRESIDENT- KERRY CRABB

I participated in Board of Directors conference calls held since last year's annual meeting. Consulted with and advised NSH President Beth Sheppard and NSH office staff as they desired throughout the year.

Passed information about items of interest/importance to NSH along to our President, office staff, Board of Directors and others as appropriate. Attended the Summer Symposium in Baltimore, MD. Was interviewed by a histology student from Washington about NSH and my experiences in histology.

Provided candidate recommendations to the Nominations and Elections Committee. Actively participated in all discussions and provided numerous recommendations to Konnie Zeitner and the Bylaws Committee about possible revisions and what should be presented to the House of Delegates. I participated in the board Strategic Planning meeting and reviewed the draft materials coming from the planning meeting.



SECRETARY – JENNIFER WALSH

Activities

- Participated in all meetings of the Board of Directors (BOD) at the Symposium/Convention in Providence, Rhode Island.
- Attended the House of Delegates session in Providence.
- Transcribed all minutes from official BOD meetings during the S/C
- Submitted BOD actions to NSH in Action
- Participated in the November BOD conference call.
- Served as BOD liaison to the Public Relations Committee
- Participated in the Strategic Planning session with the BOD



Goals for the upcoming year

As I complete my third and final term as Secretary of the Board of Directors, I do not have official goals for this office in the coming year. It's been my honor to serve the National Society of Histotechnology for six years and to be a part of this group of forward thinkers. It's an exciting time to be a member of the society and I look forward to continuing to serve the society in a new capacity. I will facilitate a smooth transition with the incoming secretary of the society.

TREASURER – MONTY HYTEN

As treasurer, I have fulfilled all the official requirements of being an officer on the Board of Directors. I participated in all meeting of the Board of Directors and attended the Strategic Planning meeting in Baltimore in June 2014.

My daily, weekly and monthly duties include processing and monitoring incoming receipts for the Society and management of paying invoices and payroll.

I participated in the discussions regarding the Long Term Reserves of the Society and will be working closely with the Budget and Finance Chair and the President to evaluate our current and future cash flow needs.

The income statement from 2013 is reported on the last page of this report. Financials through June 2014 have been delivered to the Budget and Finance Committee for evaluation. We are working to present the 2015 budget to the Board of Directors at the Annual Symposium/Convention.



SPEAKER OF THE HOUSE OF DELEGATES – JANET TUNNICLIFFE

2012-2013 Speaker requirements were completed with the preparation, distribution of the agenda and chairing of the House of Delegates held in Providence, Rhode Island. The 2013-2014 year started with the completion and distribution to delegates of the 2013 House of Delegate meeting minutes as outlined in the NSH bylaws.

With 2014 being an election year, I worked with the Nominations and Election chair and Executive Director to ensure that the election ballots were consistently formatted, included improved instructions based on comments received in previous election years. I also consulted on the eligibility of candidates submitted for election.

As Speaker, I provided guidance to the Board of Directors, Executive Director and committee chairs on issues related to NSH policy and procedures. I participated in online and teleconferences until the spring of 2014 when I had a medical crisis which forced me to reduce my active involvement with Board of Directors activities. I was unable to travel due to hospitalization and therefore missed the summer strategic planning meeting but I received, reviewed and commented on the meeting summary documentation provided as meeting follow up. In addition I had direct conversations with the NSH Vice President, who chaired the meeting, as to the requirement for input from the Speaker.

Although unable to attend the 2014 S/C I prepared the call for agenda items and the order of business (agenda) for the House of Delegates meeting. I worked with the Credentials chair to ensure that appropriate information was provided to Region Directors, constituent and non constituent state Presidents, and committee chairs for the submission of delegate names for the House of Delegates. All questions concerning delegate conflicts were reviewed and answers provided in a timely period. I also advised the Bylaws chair on the correct format for submission of the motions for bylaws changes to be included in the agenda. A revised and updated copy of the House of Delegates Speaker script was prepared and provided to the NSH President, who will be chairing the 2014 House of Delegates meeting.



AROUND THE REGIONS

REGION I – ANGELA FOGG



Summary of Region/Committee Completed Activities

- Attended NSH 2013 Symposium in Providence, Rhode Island. Attended all BOD meetings and chaired the Region I meeting, attended the First Timers meeting and the President's meeting.
- Contacted all the Region I First Timers to say welcome and offer my help should they need it when they came to their first NSH national meeting.
- Attended the HOD in Providence.
- Attended the Region I President's meeting in Foxboro, Mass May 2014.
- Attended the New York State meeting in Canandaigua, NY in April 2014. Invited speakers to the meeting and was a moderator at the meeting. Worked on the Awards Committee for the meeting. Assisted the Education Committee. Set up NSH information table for the attendees and was in attendance to answer any questions about the benefits of being a member of NSH.
- Attended the NSH Strategic Planning meeting in June 2014.
- Attended the Region I meeting in Foxboro, Mass in May 2014.
- All state societies are fully functional.
- Was present at the BOD teleconference meetings.
- Participated in all online and mail voting.

On-Going Activities:

- Working with the state society presidents to keep their members informed of the educational opportunities in the region and nationally.
- Worked on the 2014 NYS Society Spring meeting. Working on the Awards & Education Committee.

Goals:

This being my last term as Region I Director, I will be turning over the responsibilities and duties to Clare Thornton from Maine. I hope to assist her in any way during her transition to Region I Director.

- Continue to assist with any NSH or Region I projects should the opportunity arise.
- Continue to keep in touch with all the Region I Presidents and offer my assistance, if the occasion arises.
- To attend the 2014 NSH Symposium in Austin, Texas.

REGION II – CAROL BARONE

I. Region II – Summer Symposium: At the top of our list for 2014 would certainly need to be our partnership with NSH and Region II for the NSH Summer Symposium, held in Maryland, at the Baltimore Harbor in June. The meeting was notable for several reasons:



- It was the first time our region has replaced our Region II Symposium for a partnership with NSH for a national regional meeting.
- The partnership included the states of Delaware, Maryland, Pennsylvania, New Jersey and Virginia, all participating under the NSH partnership agreement.
- We used a different format for this meeting – omitting the manager’s day, and reducing the meeting to a 2 day general meeting format.
- HT Exam Prep program given by Michelle Hart, BS, MS (Coordinator Faculty Instructor for the Delaware Technical and Community College Histo-technician’s Program was carried over from our normal Region II format.
- We also introduced 5 short seminars that were given by first time presenters, on short technical topics. These were well received and presented in a way to bring new, young presenters into the fold.

The Summer Symposium was supported by NSH and about 25 diverse vendors, representing both large and small suppliers, who applauded the location and attention to detail they received from Pedro Louro, the exhibitor liaison. As exhibitors are important to providing exceptional educational opportunities within our Region, we appreciated their participation and representation at the symposium.

Though the event was not as well attended as our usual Region II Symposium, we have attributed that to the time of year (June, as opposed to April), with graduations and Father’s day weekend, most likely the cause. But working with NSH went well, with NSH covering many of the jobs of a meeting which can be time consuming for *volunteers*. We will discuss repeating the event, at some time in the future.

We used many local speakers to keep the costs reasonable for the states, as the planning committee and were generally happy with the speakers and topics, But might suggest advertising the event earlier and using the *exhibitors* to market the event, well in advance, to give attendees more time to secure travel funding and plan, so they might join attending - with a vacation weekend rather than on a holiday. We thought the location and venue was excellent and thought we actually would like more involvement at the event. NSH is so efficient, but we felt we could have contributed more at the actual event. Lastly, we usually have a networking event in conjunction with the meeting and think this may add to the attendance and give exhibitors more time to interact with prospective clients.

II. New Jersey and Delaware Societies – Were most active in the region in 2014. Both states held educational events and/ or dinners for their state members. New Jersey has the most members and the most active society in the region. Both Pennsylvania and Maryland are making, or having structural changes to their societies to make them more accessible and workable for their memberships. Most states have web-pages and/or Newsletters, as well. The newer Virginia Society is still slowly finding their way...with a single meeting in 2014. W. Virginia and DC are not represented by any constituent society.

III. Histotechnology Professionals Day – HP Day was celebrated around the region with a variety of events, in a variety of venues - from Hospital to Core Lab settings. One Facility held a “Histo Olympics” challenging non- histotech’s to try their hand at everything from staining to carrying a water bath from the sink to the counter without loss of volume. Prizes were awarded and a Pretzel Buffet was open to all who were willing to try “histology skills” and take a guided tour of the lab.

IV. State Leaders-

State Presidents are as follows: Michele Hart – DE, Pedro Louro –NJ, Janice Alvarez – MD, Olga Kochar – VA , Gloria Limetti – PA

- W.VA and DC remain un-represented ...but we our encouraging participation, in other Region Societies

V. Region Director 2012-2014 -My sincere appreciation to Region II Presidents; a group of hard working individuals -a superb TEAM for our Region. Also, my thanks to region members and the NSH staff and BOD, who have made the last three terms exciting and enjoyable for me. I hope you will continue to show your support for your new Region Director, Michael LaFriniere, as he “steps up to the plate”. My thanks to all of you who have made the last 6 yrs as your region director, a labor of LOVE! Ca

REGION III – JOANNA BARTON



- The following successful meetings were conducted in Region III for 2013 – 2014:
 - Puerto Rico One Day Meeting, San German, Puerto Rico hosted at Hospital De La Concepcion. NSH partnered with EDIC College to provide continuing education credits.
 - Carolina Symposium, Greenville, South Carolina. The second year of the collaboration between NSH, the South Carolina Society of Histology Technicians, and the North Carolina Society of Histotechnology.
 - Georgia Society for Histotechnology Symposium, first ever “Histopalooza!” in Pine Mountain, Georgia.
 - Florida Society for Histotechnology Annual Meeting, Orlando, Florida.
 - Tennessee Society for Histotechnology Symposium and Convention, Memphis, Tennessee
 - Mississippi Society for Histotechnology Meeting, Hattiesburg, Mississippi
- I was able to be in attendance for the Carolinas, Georgia, and Florida meetings.
- Participated in Board meetings, conference calls, and Strategic Planning.
- Available to the CEU Committee as their Board liaison.
- Sent updates to state presidents/representatives.
- Contributed articles to NSH In Action for the Winter and Summer editions.
- Contributed articles to state newsletters.

Goals:

- Continue to encourage partnerships between states in Region III
- Attend future meetings in the Region especially in states not attended this past year
- Continue to work to encourage Region III to be a very involved and active region

REGION IV – JEAN MITCHELL

In September 2013 I attended the NSH 39th Annual Symposium/Convention in Providence, Rhode Island where to the best of my ability I performed my duties as Region IV Director and a member of the NSH Board of Directors.



On-Going Region IV Director Activities:

Throughout this past year as Region IV Director I:

- Corresponded with all Region IV state presidents on a regular basis and submitted semi-annual reports for publishing in their state newsletters and/or state websites.
- Attended spring 2014 state symposiums for Kentucky, Indiana, Michigan, Wisconsin and Illinois and manned the NSH display booths in each of those states.
- Offered my services and gave educational presentations at the Michigan, Wisconsin and Illinois spring 2014 state symposiums.
- Completed my appointment as an NSH representative to the American Society of Clinical Pathologists (ASCP) task force on Clinical Laboratory Assistant (CLA) evaluation of registry reinstatement.
- Maintained my position as NSH alternate representative to the Joint Commission's Laboratory Professional and Technical Advisory Committee (PTAC).
- Was available for and contributed during all scheduled NSH Board of Directors teleconferences.
- Attended and contributed to NSH Strategic Planning conference in Baltimore, Maryland, June 2014.
 - Was appointed as a member of the NSH Strategic Planning Task Force.
- Presented at the 2014 Summer Symposium in Baltimore, Maryland in June.
- Traveled to San Jose, Costa Rica in June 2014 for the 2nd Central American Histology Congress
 - Presented two wet workshops and assisted at the NSH vendor display.

NSH Region IV Goals and Purpose:

As I complete my 1st term as Region IV Director I have found the past two years to be both rewarding and challenging (challenging in a positive way). Rewarding due to the great communication and feedback from each of the Region IV state presidents and all the states members and for the ability to attend five of the six Region IV states 2014 spring symposiums. And it has been a challenging year continuing the role of an NSH Region Director, addressing a variety of needs, still working to be a strong presence on the NSH Board of Directors and be the best representative for Region IV that I can be. My continued goals are to:

- Maintain good communication with each of the Region IV State Presidents and their state membership.

- Maintain an approachable presence and availability within Region IV as their NSH representative.
- Assist each Region IV state with their NSH membership needs.
- Support each Region IV state in any way possible and provide input/assistance as requested.
- Maintain a strong presence on the NSH Board of Directors with valued and constructive input as I begin my 2nd term as Region IV Director.

REGION V – JUDI STASKO



Summary of Region V Activities:

- Attended 2013 NSH Symposium in Providence, RI.
- Participated in the 2013 HOD.
- Participated in BOD meetings, teleconferences and e-mails throughout year.
- Attended the First Timers meeting in Providence, RI.
- Served as the NSH BOD liason to the Veterinary Industry Research (VIR) committee.
- Presented a talk at the Nebraska meeting in October, 2013
- Presented a talk at the Missouri and Iowa meetings
- Gave NSH updates to attendees at the Missouri, Nebraska and Tri-State for Minnesota and Iowa
- Reached out to ND and SD and KS members to encourage attending the NSH Symposium and participation in the HOD.
- Wrote articles for NSH in Action as well as state newsletters keeping members informed

On-Going Activities & Projects:

- Working with the state society presidents and newsletter editors to keep their members informed of educational opportunities in the region and nationally
- Keep NSH updated of the ongoing activities of the Region
- Reached out to ND and SD and KS members to encourage attending the NSH Symposium and participation in the HOD.

Goals:

- Continue to learn and grow with NSH and to assist with any NSH or Region V projects.
- Continue to reach out, promote and communicate NSH information to Region V members.
- Continue to reach out to the Non-Constituent Societies in Region V to encourage attending the NSH Symposium and participation in the HOD.
- Continue to assist Region V members to keep them informed about NSH news and upcoming educational opportunities.

I have enjoyed representing, communicating and meeting many of the Region V members. Thank you for your participation and feedback.

REGION VI – JAN GARDNER



Activities:

- Attended 2013 NSH Symposium/Conference in Providence, RI – represented Region VI and participated in all BOD, HOD and other meetings during the symposium.
- Conducted NSH Region VI meeting in Providence 2013 and minutes distributed to State Presidents
- Participated in all Board of Directors conference calls/meeting and emails.
- Presented and provided NSH information at the 2014 conference during Louisiana state conference.
- Presented educational workshops at: Louisiana 2014 spring conference in Baton Rouge was unable to attend Arkansas 2014 spring conference in Hot Springs and Texas 2014 spring conference was not held due to 2014 NSH Symposium in Austin.
- Notified state Presidents for HOD delegate representations for 2014 NSH Symposium/Conference.
- Attended the BOD Strategic Planning meeting in Baltimore, June 2014
- Served as appointment to the CCCLW: attended June 2014
- Served as appointment to The Joint Commission: participated in conference calls and was unable to attend Liaison workshop held in Chicago at The Joint Commission Office in August

On-Going Activities:

- Continue to provide information concerning NSH and Region activities to Texas, Louisiana, Arkansas, Oklahoma and New Mexico histology professionals
- Participate in all conference call Board meetings, emails and other duties.
- Continue to serve as appointed representative CCCLW representative
- Continue to serve as appointed representative to The Joint Commission

Goals:

- Participated in Board of Director conference calls and emails keeping regional members informed by distributing NSH information timely.
- Continue to promote and communicate NSH information to the Region VI members
- Attended state histology meetings within Region VI promoting benefits of NSH membership by retaining and recruiting new members.

REGION VII – JANET MAASS

During the past year I attended the Colorado Society for Histotechnology meeting in Colorado Springs in May and the Arizona Society for Histotechnology/Region VII meeting in Carefree, AZ in July. During the meetings I reported to the NSH membership in both societies providing updates on the region activities. Utah Society for Histotechnology had an evening meeting in the Salt Lake City area. There are three states in our region that do not have state societies as they do not have many histotechs in their state as well as the distance for travel time between the larger cities in their respective states is a challenge. Through the year emails were sent to the NSH members in the region.

I participated in the conference call meetings, Board of Directors meetings and strategic planning meeting through the year and summarize the activities and posted the reports on the Region VII website. I also submitted reports of NSH activities in Arizona and Colorado state society newsletters for publication. I served as the BOD liaison to the Hard Tissue Committee.



REGION VIII – LYDIA FIGUEROA

Elected as the NSH Region VIII Director in April 2013 to fill the vacancy for the remaining 2012-2014 term as Region VIII Director.



NSH Symposium / Convention: Providence, Rhode Island 2013

- Attended and participated at the Presidents and Region Directors Council on Friday September 20, 2013
- Attended the NSH Strategic Planning meeting on Saturday September 21, 2013
- Attended the Board of Directors meeting held on Monday September 23, 2013
- Held a Region VIII meeting with members of Washington State, California State Society members as well as other Region VIII members.
- Attended the Culling Memorial Lecture
- Attended the House of Delegates meeting as Region VIII Director

Completed Activities Include:

- Participated in the NSH Board of Directors teleconference in early May 2013
- Participated in the CAP-NSH Uniform Labeling Open Comment project
- Communicated with the Region VIII membership via e-mails and telephone regarding the need for delegates to the 2014 NSH House of Delegates meeting to be held in Austin, Texas.
- Attended the California Society State meeting held in May 2014 in Woodland Hills, California
- I prepared and submitted several NSH Region VIII reports to the NSH Newsletter editor Janet Dapson.
- Participated as a member of the NSH Bylaws committee
- Was interviewed by a Washington State Histotechnology Student regarding the benefits of being an NSH member.
- Communicated a concern regarding inactive state societies to the NSH office with regard to NSH member's concerns regarding inactive state societies.
- Participated in the 2014 NSH Board election

Goals:

- Plan to work closely with newly elected Region VIII Director on re-activation of several state societies.

REGION IX – ANN LYNDE

Activities:

- May 2014 Region IX hosted a one day Education Event in Calgary, Alberta
- Participated and voted as required in all BOD teleconferences and email discussions.
- Attended mid-year BOD meeting in Baltimore.



Accomplishments:

- Region IX held a one-day Education session in Calgary Alberta on May 24. This was the second time this event was held in Calgary and the quality speakers provided very interesting topics. Thanks to our very hard working and dedicated Education Chair and committee
- Electronic registration for our Education Events continues to be a success.
- Since we are a very large Region, and not everyone attends the Annual NSH, we have been using online voting for our motions so that all our members have their say. We will continue using this form of voting since it has been working very well.
- Region IX developed a brochure for the Membership Committee and with the help from some of our vendors have been distributing at labs throughout Canada.
- Vendor support for our Education Day session and newsletter continues to be outstanding and we could not accomplish this without their support.
- Region IX has a great and hard working Awards Committee. All Region IX members have the opportunity to apply for the available awards electronically. The Region IX website www.nshregionix.org has the complete list and criteria of all the awards available.
- The Region IX newsletter The Cutting Edge continues to be distributed to the membership in electronic format. Over 98% of the total membership is receiving this newsletter electronically. Copies of our newsletter can be viewed on the Region IX website at www.nshregionix.org

Future Goals:

- Continue to solicit vendor sponsorship for our awards.
- Continue with the use of electronic registration for our Education Day sessions.
- Continue with the electronic voting.
- Promote the benefits of NSH membership and recruit new members.

Budget & Finance Committee Report – Mary Faith Abbuhl

The Budget and Finance Committee works closely with the NSH Board of Directors (BOD), NSH Office, Committee Chairs and NSH Appointees to prepare a fiscally sound budget for the Society each year.

Report of Activity for 2013-2014:

1. The Budget & Finance Committee prepared the proposed 2014 budget and it was approved by the BOD at the Post-Board meeting in Providence, Rhode Island on September 27, 2013.
2. The final approved budget was sent to the BOD and the NSH Office.
3. The Budget & Finance Committee is currently in the process of working with the NSH Office to close out the 2013 Budget and review the January-June 2014 expenses in preparation of the 2015 budget.
4. With input from the NSH Strategic Planning session at the 2014 Symposium Convention (S/C) in Austin, TX and requirements submitted by the Committee Chairs, NSH Appointees, the NSH Office and the BOD, the 2015 preliminary budget will be prepared and reviewed by the Budget & Finance Committee at the 2014 S/C.
5. The proposed 2015 budget will be submitted to the BOD for inclusion in the BOD agenda at the 2014 S/C.

Goals for the Committee:

1. To close the previous year's budget in a timely fashion.
2. To prepare the 2015 preliminary budget prior to the S/C so that the Committee members can review and comment.
3. To attend the Strategic Planning and Board of Directors meetings at the S/C to adjust the preliminary budget.
4. To present and submit the proposed 2015 budget for approval at the 2014 S/C BOD meeting in Austin, TX.

Bylaws Committee Report – Konnie Zeitner

The Bylaws committee has been very busy planning revisions to the membership section of the NSH bylaws. This was a directive from the Board of Directors for HOD 2013 and carried over to HOD 2014. The committee with input from the NSH Executive director and three kind volunteers from the BOD (Kerry, Janet M., and Lydia) has proposed a restructuring of the bylaws which reword them to list three basic membership classifications: individual, institutional and commercial. The proposed individual classifications section has specific subtypes of membership classification including retired member, charter members, student members, etc. Sixteen amendments have been submitted for the delegates to consider when the HOD convenes in Austin TX on August 27, 2014.

The revising of the bylaws will continue in 2015. If the 16 proposed amendments are adopted, we will move on to other sections of the bylaws. If the amendments are not adopted, we will again be working on revisions to the Membership section. The Bylaws Committee is in desperate need of committee members who are willing to devote time to working on proposed bylaws revisions. Anyone interested in volunteering to be on the Bylaws Committee can contact Konnie Zeitner.

Continuing Education Committee - Rick Graham

The CE Committee strives to provide our membership with varied opportunities to obtain contact hour credits. In 2013 we held 5 free teleconferences for members during the week of Histotechnology Professionals Day in which participants could earn 1 contact hour for each in addition to all the other options available.

In 2013, nationwide there were 3,503 unique attendees who applied for CEU units from approved NSH events or activities. 544 total workshops/seminars were approved. The Certificate of Completion Program by discipline implemented in 2004 at the NSH S/C continued. There were 179 participants in the Certificate of Completion Program at the annual NSH S/C. Of the participants, 108 qualified for Immunohistochemistry, 36 qualified for Management, 20 for Molecular, and 18 for Safety certificates. NSH has a teleconference every 3rd Wednesday of the month. In 2013, 288 labs actually participated in this program, with a total of 1,154 people earning credits.

Other ways that people obtained CEU's through the NSH were:

- 193 participated in the free HPD teleconferences
- 20 participated in reviewing archived events in the Online Learning Center
- 123 participated and completed tests after reviewing the online Self Assessment Series
- 167 participated and completed the quizzes that are given for the featured article in the Journal of Histotechnology
- 77 participated in and were credited for completing the quizzes in the NSH in Action
- 5 for presentation of a Scientific Poster
- 8 for presenting a workshop (forms must be submitted to request hours)
- 42 for volunteering on NSH committees

Convention Committee- Jean Gardin

The Convention Committee changed chairmanships following the 2013 Convention. The Program Team, with the coordination of the Educational Development Manager and Meeting Manager, came together to select a well-rounded program. Four live webinars were selected by the Program Team to be viewed during the Convention with interactive capabilities.

New additions to the convention website changed volunteer registration from e-mails to online form sign ups. Along with the usual ambassador roles, volunteer roles were expanded to include guides, ticket scanners, registration, social networking, and mentors. Training for these areas utilized powerpoints with audio presentations, reducing the need for on-site group training meetings. For a trial year, the Convention Assistant volunteer group was decreased and Coordinators took on wider duties to cover peak demand times, thus reducing personnel numbers for the slower activity times.

The mobile app for NSH Symposium/Convention with Electronic handouts seemed to be a success in 2013 and will continue in 2014.

Future goals:

- Evaluate Convention Assistant number reduction
- Recommend new job descriptions for Coordinators
- More discussion of First Time Presenters at the Program Team meeting

Credentials Committee- Janice Alvarez

Accomplishments:

- **Committee-**

The addition of Theresa Schuldt as a new committee member. Theresa is a member of the Texas local host committee at this year's symposium. I am looking forward to working with her in Austin. Hopefully additional members will be recruited this year.

- **Chair-**

As with many positions in NSH, elected, and/or appointed, the last year of the established length of the term of office is when the official acquires some semblance of confidence that what they're doing is correct. Fortunately I think I've reached that point. My gratitude to the NSH president, HOD speaker, immediate past Credential Chair, and the NSH professional staff for their guidance throughout.

On-going Activities (Goals):

- **Delegates/Members-**

Surprisingly, many state/region presidents, were not familiar with the process. It is through them that the members learn what the delegate's role is and the fundamental structure of the process.

While I may not be on the right track as many before me have functioned in this role longer, I'd like to suggest we strive to work towards the following goals:

1. A closer relationship between the Membership Committee and the Credential Committee. Each are somewhat dependent on the other.
2. Eliminate, or at best minimize the amount of duplicate and redundant tasks by creating an online process or at least one that allows the correspondents access to names of eligible members only.
3. Explore the possibility of a barcoded system – specifically for the credentialing and signing in at the HOD processes.

- **Future Members:**

Having a committee member in each region would be an asset.

- **Other:**

The NSH website currently lists under state societies only those societies with either an established or known president or newsletter editor. It would be helpful to list ALL of the states and their status. Whether it is inactive, or a non-constituent state. This information could be supplied by the region directors.

I will assist as needed the incoming Credential Chair.

Education Committee – Traci DeGeer

Appointed as the NSH Education Committee Chair following the Providence Rhode Island Symposium to fill vacancy for the rest of 2014

Goals:

- Review the HT/HTL Self-Assessments and set up a schedule for review and updates. Where appropriate ask for help with updates to materials
- Work with Kim Simmons and Sarah (Bajer) Britton to establish a HTL exam prep for the students
- Work with Kim Simmons and Rose Travares to establish a focused prep class(es) for students preparing for the HT exam
- Begin work on the IHC Resource Guide
- Start project to gather images to populate the NSH online image gallery for the use of members and students

Completed Activities Include:

- The review of the Self-Assessments is underway:
 - The Processing/Decalcification has been reviewed
 - Processing/Embedding has been reviewed
 - Routine Staining was reviewed and updated in 2011
 - IHC and Microorganisms were both assigned to reviewers in 2013 and are due in December of 2014
 - Pigments was reviewed and updated in 2011
 - Carbohydrates was reviewed and updated in 2011
 - Safety has been sent to the Safety Committee for review
 - All others are still pending review
- A plan and time line for establishing of the HTL exam prep is being established in coordination with survey of past and present students and Sarah and Kim
- A plan was established to ask member for their assistance in getting the IHC Resource Guide written. In order to help the IHC Committee Chair, an alternative plan to hopefully use an outside source for part of the material and only write supplement material is being investigated.
- The first set of images to use in the online gallery has been received and is being reviewed. Committee is continuing to accept images from any source that can allow NSH to use them.
- Participated as a member of the Program Committee to help review material for Educational Content.

Immunohistochemistry Committee – Joseph Myers

Submitted by Kim Simmons

IHC-RG's Mission

To serve as a resource of the Society's members in matters having to do with IHC (and ISH) staining procedures; to assist in the development of educational materials and events relating IHC/ISH; and to advocate for the NSH's goals and objectives while interacting with other NSH members, other professional societies, and government agencies.

Major Activities in 2014

1. IHC/Molecular Forum: Planning team included NSH President Beth Shepard, Dr. Richard Cartun, IHC-RG Chair Joe Myers and NSH Educational Development Manager, Kim Simmons
2. Joe Meyers resigned as Chair and Bonnie Whitaker agreed to be Acting Chair for the remaining term.
3. IHC/ISH Forum, held on July 21st and 22nd in Las Vegas, with approximately 85 people in attendance
4. Annual IHC-RG meeting at the Symposium/Convention in Austin will be Saturday, August 23rd at 12:00pm. Bonnie Whitaker will be the acting Chair for the meeting.
5. In collaboration with the NSH Education Chair, an outline for an IHC Resource Guide was developed and will be discussed and reviewed at the IHCRG meeting in Austin.

Activities Planned for 2015

1. Work with contributors to complete the IHC Resource Guide by the end of 2015.
2. Work with committee members to develop list of needs; prioritize needs and determine goals for 2015 by December 2014.
3. Align goals with the NSH Strategic Plan
4. Work with committee to start and Image Bank for IHC.
5. Begin planning for the annual IHC/ISH Forum

Hard Tissue Committee – Jack L Ratliff

The Hard Tissue Committee (HTC) prides itself on being an educational resource for the wide range of professionals (HT, HTL, PhD, DDS, DVM, MD, etc.) and non-professionals working with bone, biomaterials and medical device implants within the histology specific areas (musculoskeletal, periodontal, sports medicine, cardiovascular, orthopaedic, etc.) associated with preclinical and clinical research. This is accomplished through member participation via workshops and/or seminar presentations at a variety of State, Regional, National and International events. Success of the Hard Tissue Committee (HTC) is measured and achieved by: its ability to attract, recruit and help to sustain membership within both the committee and the parent organization (NSH); encouragement and participation of its members via attendance and/or presentation of workshops/seminars at the variety of educational events (forums, symposiums, conventions, teleconferences, etc.); and its diversity in educational offerings that are creative in approach, current with new and evolving technology, and specific to the “core” niche of the committee – bone, biomaterials and medical device implants. The following represents the activities of the committee for the calendar year 2014:

Completed Activities:

- Assisted Convention Committee with selection of “hard tissue” and committee relevant workshops/seminars to be presented at 2014 NSH S/C in Austin, TX
- Active recruitment for member participation via workshops/seminars at 2014 NSH S/C in Austin, TX
 - New workshop presenters: Christine Drow & Patty Moe (APS – Minneapolis, MN)
 - WS #64 – Need Some In “Spurr”ation in Your Laboratory? An Introduction To The Use Of Spurr’s Epoxy Resin In Preclinical Research (1.5 contact hrs)
- Committee representation and promotion @ Georgia Society for Histotechnology – Histopalooza Meeting in Pine Mountain, GA (HTC Chair – Jack Ratliff)
 - Networked with current committee members and discussed plans for the development of new committee resources.
 - Attempted to recruit new NSH members and Hard Tissue committee members for assistance with development of new committee resources.
- Multiple workshop presentations on resin histology and advanced microtomy techniques @ *Colorado Society for Histotechnology* meeting in Colorado Spring, CO (HTC Chair – Jack Ratliff)
 - Technological Advancements In Microtomy: A Non-Contact Alternative To Conventional Histology Equipment & Techniques (1.5 contact hrs)
 - A Practical Approach For The Histological Evaluation Of Undemineralized Bone (1.5 contact hrs)
 - Promoted both the NSH as an internationally recognized organization supporting the development and continuing education of histotechnologists using the Member Benefits for Region Directors presentation and outlining

personal experience with the NSH over the past 14 years of membership and last 8 in service.

- Detailed committee updates via *NSH In Action* newsletter
- Active recruitment for both NSH & HTC membership
 - Georgia & Colorado Society for Histotechnology Meetings
 - Private email communications initiated from Histonet Blog
- Active recruitment of both members and non-members for attendance at State, Regional, and National “hard tissue” histology related events
 - Georgia & Colorado Society for Histotechnology Meetings
 - Private email communications initiated from Histonet Blog
- Maintained committee presence and awareness via non-supported blogs
 - Histonet
 - Hard Tissue Blog via Yahoo Groups
- Creation & Completion of Outline for 1st Hard Tissue Committee Resource Guide – Troubleshooting Microtomy
 - Initiated by NSH BOD
 - Content Supported by Committee Members
 - Anticipated Completion by end of Q1 2015

Ongoing Activities:

- 25th Anniversary celebration of Hard Tissue Committee @ NSH S/C in Austin, TX (August 2014)
- Finalization & Publication of Hard Tissue Committee Resource Guide – Troubleshooting Microtomy (Q1 2015)
 - Outline completed & to be discussed in detail @ Hard Tissue Committee Meeting in Austin, TX
 - Member participation to be discussed & finalized @ Hard Tissue Committee Meeting in Austin, TX
 - Document release planned for Q1 2015
- Continued identification, outreach and development with HTC related Vendors for support at past, present and future NSH & HTC educational related events
 - Seeking Hard Tissue related vendors to participate in Exhibit Hall
 - Seeking Hard Tissue related vendors to support educational scholarships so members can have flexible opportunities to attend meetings and events
- Continued recruitment of non-NSH members
 - Focus has been turned to R&D institutions where the NSH as an organization is unknown
 - Looking into the promotion of the NSH and Hard Tissue committee via committee specific professional organizations (i.e. ASBMR, ORS, AAOS, SOB, etc.)
- Continued re-development of committee newsletter – *Hard Times* (Q4 2014)

Goals:

- Recognition & Celebration of HTC 25th Anniversary (August 2014)
- Re-development of Hard Times newsletter (Q4 2014)
- HTC website development (Q4 2014)
- Increase HTC membership, attendance and participation at State, Regional, National & International histology educational events (Q2 & Q3 2015)
- HTC Hard Copy Educational Materials (Q1 2015)
 - Committee Resource Troubleshooting Guide Series
- Hard Tissue Forum (Q2 2015)

Health and Safety Committee- Maureen Doran

The committee is responsible for keeping the general membership informed as to all pertinent information relating to health and safety. The Health and Safety committee meets annually during the NSH symposium. The 2013-14 committee consisted of 35 members representing 19 states plus Canada and Jamaica. Committee members participate in committee projects during the year and function as a safety information resource for the membership. In addition, many committee members provide safety workshops, lectures, webinars and teleconferences.

Completed Activities:

1. Corresponded with H&S committee members
2. Responded to health and safety inquiries by phone, email and mail
3. Promoted safety certificate program for NSH 2014 Symposium/Convention
4. Presented a safety webinar, "Safety Snapshots" for the 2014 NSH HPD
5. Implemented a route for members to receive safety certificate that includes both state, regional and national approved contact hours
6. Chairperson and several committee members presented safety workshops in 2013-4 at both state and national levels
7. Increased committee members; 3 additional members, representing 1 additional state and 1 country

Ongoing activities:

1. Interact with the membership by promoting health and safety at our booth at the NSH symposium/convention. 2014 booth theme is "Formaldehyde..Full Circle". It will focus on exposure control and safe work practices when handling formalin. Committee members have submitted materials for display
2. The H&S information packet including the new GHS for labeling chemicals will be distributed from the H&S booth at the NSH national symposium.
3. Continue to solicit additional Health & Safety committee members from each state in order to engage more involvement at local level

Goals:

1. Increase the number of safety related workshops offered at the 2015 NSH
2. Symposium/convention
3. Complete safety training ppt on prevention of lacerations for membership available from NSH
4. Develop a new safety webinar for 2015 Histotechnology Day
5. Develop a safety webinar on GHS for NSH series
6. Distribute more safety information at state meetings
7. Present a safety presentation for 2014 NSH Teleconference series.

Membership Committee Chair – Barbara Bujak

The purpose and role of the committee is to act as a conduit for membership needs and to keep records and statistics on the members. In addition we exhibit at trade shows and meetings and use this opportunity to share the benefits of membership and the resources available through NSH. Additionally these meetings serve as a way to educate other health professions about histology and our organization. I continue to work closely with the NSH office to identify and incorporate new member benefits.

The following tasks/items have been addressed during 2014:

- Mentoring program continues to be improved and we have found it to be extremely successful. The program is headed up by Brenda Royce, Barbara Bujak and Paul Billings
 - To date we have approximately 19 mentors
 - Each mentor works with new members
 - a. They guide them through the NSH website and explains the benefits we offer our members
 - b. How to utilize available resources as well as answer any questions they have
 - c. If the mentee is attending NSH the mentor will arrange to meet with them and assist them during the symposium
 - d. Establish ongoing communication with them by checking in with them periodically
 - Continue to update the Mentor list on the NSH website
- Membership Scholarships that were established in 2013 were a success and will continue to be award. As a reminder the scholarships were for \$1,500 each on a reimbursement basis and must be used within 2 years. These 3 scholarships are to be used for education in the field of Histology and are sponsored by NSH, they cannot be used for state or regional meeting expenses. One scholarship is awarded in each of the following categories:
 - New Membership
 - Newly Certified Member
 - International Member
- NSH exhibited at several Regional and State meeting as well as USCAP & ASCP
 - Promoted NSH and the value of being a member
 - Provided attendees with a membership packet.
- Continued to work with Konnie Zeitner, Carrie Diamond, Brenda Royce and Janet Tunncliffe on proposed changes to Membership
- Vendor Support Letter: Worked with Paul Billings to draft a letter asking our vendors for their support in helping us grow our membership and spread the word on our Society and our mission

Goals:

- Continue to grow the mentor committee
 - Explore the possibility of establishing the mentor committee as its own committee
- Extend the services of the mentor committee to include other areas i.e. working with individuals returning to the field, career day
- Continue to work on the increasing our membership, as of June 2014 our membership stands at 3,405
- Exhibit at ASCP, CAP, Regional Meetings, Cytology and other affiliated organizations

Public Relations Committee- Paul Billings

As PR Chair, I feel my committee has made great strides over these past years with many accomplishments and successes. This year has been no different, seeing significant changes within the society.

1. **Mentor Program:** I have personally, with the help of Brenda Royce, reached out to 40 mentees. Out of these, 10 remain on my monthly e-mail contact.
2. **First Time Attendees:** This area of PR is always a huge success. After each reception, I reach out to all who attended and this year I have received and followed-up on comments and concerns of over 60 First Timers. Questions range from day of reception to needing guidance on possible job opportunities. Two have received jobs in the Southeast this year due to their willingness to re-locate and their Immuno staining ability.
3. **Meetings:** I have also attended three scientific meetings this year. The CHTN Meeting, held in Washington DC, attracted much interest in research and the histologist's ability to adapt to multi-tasking.
4. **Member Recruitment:** With the help of Barbara Bujak and Brenda Royce, I was able to begin a new task of reaching out to our vendors in hopes of spreading the word of our profession. In my draft, I have asked vendors to help us promote the profession of Histology and possibly partner with NSH to get this done. I sent my draft to the NSH office and look forward to further promotion and assistance on this very important matter.
5. **Volunteers:** As with all committees, retention of volunteers is an ongoing problem. Still facing economic issues, many people who would like to be on committees simply cannot get the funding to return to the S/C year after year. I, on the other hand, remain fortunate to have four members who do a wonderful job with our committee. These very special people show so much support and work very hard making sure not only our PR Booth is professional and staffed, they reach out to any and all who approach us with questions or concerns.
6. Again this year, I have submitted in a timely manner all required reports and articles.

In 2015, I see many opportunities for further outreach and successes for our society. These include but are not limited to:

1. Retention of membership
2. Outreach to prospective members
3. Education and promotion of the Histology profession
4. Establishing a working relationship between Vendors and NSH

Quality Management Committee- William DeSalvo

Current State:

The Quality Management Committee (QMC) is a standing committee of the NSH and continues to transform as a support group that promotes quality process improvement in all areas of Clinical, Research and Specialty Histology laboratories. The committee has developed multiple resource materials to guide NSH members in the creation of a Quality Management process that supports continuous process improvement through the use of LEAN methodologies, multiple efficiency tools, NSH and vendor webinars, State Histology Societies and NSH Convention/Symposium presentations. The committee is now sub-divided into three areas of groups (Continuous Process Improvement; Quality Management; Validation) that have developed, through projects, guidelines in electronic and hard copy materials for members and non-members. The chairman and several other committee members are active on the HistoNet list server, providing general information about quality improvement. The committee supported and is providing 5 NSH webinars on Quality Management topics for 2014. The core working group of the committee and sub-committees has stabilized (7-8) and continues to look to add new members and increase communication.

Future State:

The committee and especially the sub-committees will continue to develop materials and presentations that will direct NSH members to begin and continue to make quality improvements in the Histology laboratory. All electronic and hard copy materials and education presentations will be developed as a theme (Keys to Quality) that will provide a recognizable delivery method that allows for coordinated promotion. The principal direction and output of the committee and sub-committees will be to provide reference and education activities and materials to assist in process improvement. Promoting and supporting Quality Process Improvements in the Histology lab allows the committee to interact with a broader base of the membership and support regulatory and compliance requirements.

Mission:

To provide knowledge, support and advice to all NSH members concerning Process Improvement through Quality Management techniques, such as LEAN and Six Sigma, that support and promote Quality Improvement in the Histology Lab.

Vision:

The Quality Management Committee is the preferred resource for Histology Process Improvement information and materials. The committee will promote standardization for all procedures and processes and develop management tools to assist new and experienced practitioners of Histotechnology.

Objectives:

2014

1. Continue to develop and grow sub-committees:
 - a. Continuous Process Improvement – Completed and on-going

- b. Quality Management – Completed and on-going
- c. Validation – Completed and on-going
- 2. Develop 5 webinars and launch the “Keys to Quality” program:
 - a. Basic Quality and Lab Management
 - b. Validation and Verification
 - c. Workflow Analysis
 - d. Automated Quality and Tracking Process to Reduce Errors.
 - e. Transitioning to ISO 15189

2015

- 1. Develop 5 new webinar in the “Keys to Quality” series, program to run 2/1015 - 11/2015
 - a. Process Improvement
 - b. Training and Competency
 - c. Document Control
 - d. Managing Risk
 - e. Process Centered-Customer Focus
- 2. Develop and Support a Certificate of Completion Program in Quality Process Improvement at the NSH SC
- 3. Develop a Virtual On-Line Quality Forum, hosted by NSH and using the webinar format - to be determined

2016

- 1. Develop a Quality Management manual accessible to NSH members only at a nominal cost
- 2. Provide an open forum panel presentation at NSH Convention/Symposium
- 3. Create Quality Management List server communication tool on the NSH website

VIR Committee – Michael Urban

Submitted by Kim Simmons

The Veterinary, Industry and Research Committee (VIR) promotes histotechnology in veterinary, marine biology, botanical, and other non-clinical laboratories. VIR committee works to inspire technologists in these areas to actively participate in continuing education programs, develop seminars, symposia, and workshops and provide current information concerning laboratory requirements as established by government regulatory agencies, such as OSHA, FDA, EPA, GLP and the Nuclear Regulatory Commission. The VIR committee encourages interaction and the exchange of expertise between members.

2014 Activities:

1. VIR Committee members worked with the NSH Educational Development Manager to draft a VIR Career Resource. This resource is attempting to capture all of the possible careers in VIR to educate students, other histology techs and the public.
2. The VIR meeting during the S/C in Austin will be held on Monday, August 25th at 6:00pm. Part of the agenda will be review of the VIR Career Resource.

2015 Goals:

1. Work with VIR committee members to solicit articles and other information pertinent to members that can be posted and shared on the NSH website. Increase accessibility of VIR information from the NSH website.
2. Solicit topics that members feel we need to develop into workshops, teleconferences or resources for 2015.
3. Increase number of VIR related workshops for the symposium.
4. Categorize VIR committee members to the specific line of work they perform for better reference.
5. Develop an outline for a VIR research/IHC manual with the collaboration of VIR committee members, IHC Committee and Education Committee.

Awards Committee- Elizabeth Chlipala

Completed Activities:

- Selected NSH member to represent Region I on Awards Committee
- Reviewed and selected Student Scholarship Award recipients (7 in total)
- Added DPA sponsored award – Digital Pathology Award for NSH
- Sent out numerous “Award Spotlights” on Histonet and Facebook in order to increase awareness on social media sites
- Submitted several articles to NSH in Action
- Reviewed and selected 2014 Awards and Scholarships recipients
- Worked with NSH office on committee booth, prepared powerpoint presentation that will run during exhibit hours, staffed committee booth.
- Attended and presented awards at Awards Banquet and General Membership Meeting
- Attended House of Delegates

Ongoing Activities:

- Continue to increase awareness of the many NSH awards and scholarships
- Continue to correspond with NSH office and Corporate Sponsors on awards activity
- Continue to work with President and Executive Director on Awards and Scholarships

Goals:

- Select NSH member to represent Region IX on Awards Committee
- Rework and define the award/scholarship process and better define award/scholarship criteria
- Update content for awards and scholarships on NSH website
- Continue to increase awareness for awards/scholarships on social media sites
- Work with Region Directors and State Presidents to insure involvement in award nomination process at both the region and state level.
- Work with Program Directors on Student Scholarships nominations and letters of recommendation
- Develop a process in which the Award Committee can meet a few times a year to discuss and work on goals developed

Judicial Committee- Dot Kuebler

Committee Members

Sheri Blair, Loretta Sayles, Lena Spencer, Konnie Zietner, and Dot Kuebler, Chair

Activities

The Judicial Committee serves to receive complaints from members, investigate those issues, and prepare resolutions relating to non-compliance with the Code of Ethics, the Bylaws, or Articles of Incorporation or other detrimental act toward the Society, of a member, officer or Constituent Society. It is neither the purpose nor the scope of the Judicial Committee to prepare complaints or make charges of non-compliance or of other detrimental acts, but to investigate charges as submitted from the membership. To date, there have been multiple inquiries as to procedures for filing a complaint with the Judicial Committee and legitimacy of certain issues as complaints, but no actual formal complaints have been presented to the Committee for investigation or reconciliation during this year.

Committee Member names were submitted to the Credentials Committee as possible alternate delegates to represent the Judicial Committee in the 2014 House of Delegates.

Committee Members have been available and responsive to Committee correspondence. Committee Chair participated on one conference call with fellow committee chairs.

Goals

It is a goal of the Judicial Committee to serve the membership through active and timely consideration of issues deemed appropriate for judicial consideration.

It is a goal of the Judicial Committee to serve as a resource for other committees, and the Board of Directors, on issues of compliance and/or detrimental acts toward the Society.

Legislative Committee- Amanda Kelley

The activities of the Legislative committee are as follows:

1. The Legislative committee will be a part of the NSH Large booth display, so there will not be a stand alone booth. We will incorporate our activities into the overall information available to members.
2. The Society is looking for 50 members from each of the 50 states, to be "active" members who could organize groups of people in their states to send out updates, organize letter writing campaigns etc... on behalf of the histotechnicians in their area.
3. The Society asked me to compile a list of all the state and federal legislators to get those letters out we had to have contact information. There is a link to this information found on the NSH website. <http://www.nsh.org/legislators>
4. The Legislation Committee meeting is Monday August 25th, 2014 at 6pm. If you want to catch up before that meeting I'll be in the exhibit hall in the main NSH booth on Sunday August 24th 2014 after the exhibit hall opens at 10:45am.
5. Anyone, who is willing to volunteer to work the booth in the exhibit hall can do so, just let me know what hours you have available to talk to people and gather more volunteers from our 50 states.

Nomination and Elections – George Hoernig

The elections were held in the month of April and the votes have been counted. The committee members did a great job of getting a fairly full ballot, with 6 out of 13 open positions with only 1 candidate. A new Board of Directors was elected and will be appointed at this year's Symposium /Convention. The results are as follows:

President:

Elizabeth Sheppard – 416 – 60.6%

Janet Tunncliffe – 268 – 39.1%

Write- ins 2

Vice President:

Jerry Santiago – 638 - 97%

Write- ins – 20

Secretary:

Diane Sterchi – 660 -99.4%

Write-ins 4

Treasurer:

Monty Hyten – 413 – 61.7%

Elaine Basham - 256 – 38.3%

Region I Director:

Clare Thornton -39 – 54.9%

Sarah Mack – 32-45.1%

Region II Director:

Michael LaFriniere – 61 – 74.4%

Write-ins – 21

Region III Director:

Jack Ratliff – 73 – 54.9%

Joanna Barton – 58 – 43.6%

Region IV Director:

Jean Mitchell – 82 – 73.9%

Skip Brown – 29 – 26.1%

Region V Director:

Judi Stasko – 48 – 100%

Region VI Director:

Hector Hernandez – 38- 57.6%

James Leroux – 26 – 42.4%

Region VII Director:

Jane Parr – 33 - 63.5%

Janet Maass – 19 – 36.5%

Region VIII Director:

Matt Brooks – 35 – 52.2%

Lydia Figueroa – 47.8%

Region IX Director:

Vern Hurst – 52- 100%

There were close races where there was a choice in candidates which is a very good thing to happen. To me it means the candidates were equally strong and well thought of. It looks like we had a grand total of 686 people cast a ballot. I would like to see that number improve for the next election.

The committee will again this year request an amendment to the bylaws, to request that members of the committee be allowed to run for office without having to give at least thirty (30) days' notice prior to the start of the Annual Symposium/ Convention in the non-election year, but instead be allowed to resign immediately upon accepting a nomination.

Many thanks to the Committee member who helped get viable candidates, and to the Society members that voted, remember you do have a say in how the Society is run.

Webinar Coordinator – Peggy Wenk and Sarah Britton

Report drafted by Kim Simmons

Laboratory Webinar Series

- Twelve (12) webinars in 2014. Available as a series
- A midyear brochure with a 6 month bundle price was sent out to 2011-2013 site coordinators that were not registered in June.

Education, Management & Quality Webinar Series – Histology Leader Webinars

- Three (3) education, three (3) management & five (5) quality webinars in 2014. Purchased and marketed as separate series.
- This brochure was mailed to all site coordinators of the Laboratory Series. This series was marketed in Under the Microscope each week before the live webinar.

Statistics:

- Number of webinars; 9/year in 1998; 11/year in 2007; 12/year in 2010; 13/year in 2012; 15/year in 2013; 23/year in 2014. For 2015 we will determine number of webinars per year after completion of analysis.
- Number of sites ordering entire laboratory series: 38 in 2008; 70 in 2009; 88 in 2010; 160 in 2011; 103 in 2012; 114 in 2013 and 93 in 2014
- Histology Leader Webinars – Sites ordering entire series: 30 in 2014
- Design your Own Package: 13 in 2014
- Education Webinars- Sites ordering the series: 35 in 2013; 2 in 2014
- Management Webinars- Sites ordering the series: 3 in 2014
- Quality Webinars- Sites ordering the series: 5 in 2014
- Quality & Management Webinars – Sites ordering the series: 6 in 2014
- Total Individual Webinars Purchased: 36
- Sum of all webinars purchased: 95

Future Plans

- Complete 2015 Webinar schedule will be available before the end of the year.
- 2015- Proposal to eliminate phone connection for questions from participants and do presentations and questions on-line.
- Evaluating webinars for 2015. In 2014, site coordinators will be surveyed. Data from evaluations and participation data is being analyzed to determine needs of participants and possible changes to webinar offerings.
- Four (4) different series did not seem to work well for attracting subscribers. Will look at possibly keeping only Laboratory and Education as series and offering others as individual webinars.

NSH In Action Editor – Janet Dapson

Four issues of *NSH In Action* have been published in the past year: Fall 2013, Winter 2014, Spring 2014, Summer 2014.

Quarterly reminders of the submission date for each edition of the newsletter are distributed to NSH Officers, Chairs, Appointees and Region Directors. Issues have been published within the target month (according to the publication schedule set in Policies and Procedures). This is accomplished with the cooperation of the submitting parties. An occasional submission may be delayed or come in unexpectedly near deadline, but quick reaction has been possible to still provide on-time distribution.

The newsletter continues to be disseminated almost exclusively via email to NSH members. Those members without email, or who prefer regular mail, still receive hard copies.

Publication of the newsletter entails regular contact with the NSH President, NSH Office, Board of Directors, BOD Appointees, Committee Chairs and committee members to obtain and discuss articles.

Throughout the year, the newsletter includes promotion of, and reports on, NSH events such as Histotechnology Professionals Day, the Annual Symposium/Convention, and special topic forums. Continuing education opportunities, such as the Webinar schedule, JOH Continuing Education test form and the NSH Quick Quiz, remain an important portion of the newsletter.

In the past year, there continued to be regular article submissions from Region Directors, Committee Chairs, and Appointments (including NSH Representatives to other healthcare organizations).

In addition to assembling the newsletter and interfacing with the printing company, I convert every issue of *NSH In Action* to portable document format (pdf) for electronic mailings to the members and for placement on the NSH website. Emailed versions now routinely contain active links to websites and email addresses. All links are verified before the final version of the newsletter is submitted for distribution.

Electronic communications with State Newsletter Editors occurs as needed throughout the year to address questions and problems. I conducted the State Newsletter Editors meeting at the 2013 NSH Annual Symposium/Convention in Providence, with four editors in attendance. These are informal meetings, during which I get to know the editors and provide them with information to improve their state newsletters. The editors also share ideas, problems and solutions.

Goals which I did not succeed in accomplishing this past year included:

- updating Policies and Procedures for the *NSH In Action* Editor position

- placing a proposed schedule of regular articles for *NSH In Action* in the Policies and Procedures Manual
- updating state newsletter resources for the NSH website
- sending occasional emails to state newsletter editors to provide tips for creating quality publications

In the coming year, I hope to work with the NSH President and the NSH Executive Director in addressing the first two of those goals. I will provide updated state newsletter resources to the NSH Office for placing on the NSH website.

One item I did achieve, with the assistance of the NSH Executive Director, was to obtain current names and contact information for State Newsletter Editors. This will make it easier for me to reach State Newsletter Editors, since my previous list had not been updated for 2 years.

As Editor of *NSH In Action*, my constant goal is to furnish the best communication possible from the Board of Directors, NSH Office, Committee Chairs and Appointees, to the NSH members. To this end, I will continue to strive to provide the members with a relevant, timely source of information on Society affairs and topics relating to the field of histology.

HOD Secretary Report -Jennifer Harvey

Over the last year as HOD Secretary, I attended the 2013 NSH Symposium and the 2013 HOD in Providence RI. I recorded and submitted the minutes for the HOD meeting. I have proofread the documents needed by the Speaker for preparation for the 2014 HOD. I am looking forward to serving as the HOD Secretary in Austin, TX.

American Society for Clinical Pathology (ASCP)- Lena Spencer

I was reappointed as the NSH Representative to the BOG for an additional three years. In this position it is important that the NSH be represented along with other laboratory disciplines, increasing awareness and serving as an advocate providing a voice for the Histology profession.

As a member of the BOG I serve as the liaison to the Histotechnology Committee – reviewing content guidelines, writing questions, providing images, insuring accuracy and relevance for the HT, HTL, and QIHC examinations.

This committee is currently reviewing eligibility criteria for histology professionals and the need to align with other laboratory disciplines.

Currently serving as a member of the Editorial Board for the Board of Certification Newsletter, reviewing articles for the BOG Newsletter and International Certification Reports.

Attended the Board of Governors meeting held in conjunction with the annual meetings of the ASCP, spring meeting was in Miami, FL and the fall meeting will be in Tampa, FL.

Biological Stain Commission (BSC) Annual Report – Donna Harclerode

The Biological Stain Commission (BSC) had their annual meeting June 6, 2014 in Washington DC. The Program concentrated on Whole Slide Imaging and Quality Control. Presentations included studies to better understand tissue fixation and heat induced antigen retrieval. There was a 77% recovery after 30 day fixation in mouse liver for most antibodies. In Whole Slide Scanning (WSI) one important issue is standardization of slides so the original glass preparation match the scan and match the scans from other laboratories with the same glass preparation. There has been testing of various standards for color and the H&E stain to validate the scan. The FDA is working with slide scanner companies to validate whole slide scanning for diagnostic purposes.

Oncotype DX is combines patients' with ER, PR and Her2 results in breast CA with testing multiple genes to evaluate the likely benefit from chemotherapy and likelihood of reoccurrences. High ER, PR, low Ki-67 grade 1 with no node involvement has low risk of reoccurrence.

Søren Nielsen, Scheme Manager from NordiQC discussed their testing and available information from NordiQC. From their website, <http://www.nordiqc.org/>

NordiQC is an independent scientific organization, promoting the quality of immunohistochemistry by arranging schemes for pathology laboratories, assessing tissue stains, giving recommendations for improvement and providing good protocols.

NordiQC is similar to CAP IHC validation except if the results are not optimal, they work with the laboratories to improve results. They not only provide the validation but also make recommendations in the protocols. Data from their past testing on over 70 epitopes is available on their site for no charge. They provide detailed protocols, information for primary antibody clones, optimal controls and staining platforms (Benchmark®, Bond® and Celerus® platforms), and optimum results for each epitope.

<http://www.nordiqc.org/epitopes.htm> NordiQC tests all epitopes using multiple controls to fully characterize and validate each commonly available clone or polyclonal antibody. The optimal protocols for each epitope and clone are available <http://www.nordiqc.org/Protocols.htm>. The data for each run of an epitope is found <http://www.nordiqc.org/epitopes.htm>. The details for each run, controls and various results from different laboratories are listed with the recommendations.

Clinical Laboratory Standards Institute (CLSI) – Janet Kliethermes

I attended the 2014 Clinical Laboratory Standards Institute (CLSI) annual leadership conference in Baltimore Maryland in March. The educational meeting had a new format that allowed attendees to choose from two educational tracks. The morning emergency management session included a first- hand account of managing the laboratory at Staten Island University Hospital during Hurricane Sandy. The afternoon session on Quality Management Systems (QMS) was very interactive and gave attendees an opportunity to engage with key quality educators and quality system experts. Day two included sessions on the cost of quality.

I continued as the Secretary and member of the CLSI committee to update and revise the CLSI Guideline, Microwave Use in the Histology Laboratory (GP-28) that was originally published in February, 2005. The document is in first draft format and was sent for review to the microwave committee members. Our CLSI Project Manager left CLSI, temporarily stalling progress. We now have a new project manager who hopes to re-engage the committee with the assistance of Donna Willis, Committee Chairholder, and the group will work toward publication in this fiscal year.

Digital Pathology Association (DPA) – William DeSalvo

- Attended Digital Pathology Association (DPA) Board meeting in San Diego, CA 3/1-7/2014, at USCAP Annual Meeting
 - DPA Board continues to seek to add non-vendor representatives, individual pathologists and hospital systems
 - Project to increase DPA membership
 - Technical membership created
 - Clinical and research individuals targeted
 - This category of membership continues to grow
 - Organizational Collaborations
 - ASCP
 - USCAP
 - Association for Pathology Informatics (API)
- CAP Activities w/ DPA
 - On-going standing committee for Digital pathology
 - Published guidelines for validation of Whole Slide Imaging (WSI) being used in the clinical histology lab
- FDA Position
 - Two members from committee resigned and have added two new
 - Committee has reached out to digital community and will sponsor an informational meeting at Mossy Oak facility. Date to be determined
- Clinical Histology lab use continues to rise
 - Training, QA, internal consults and external consults
 - Increased number of labs using for recuts, special stains and IHC
 - Continued use in rural labs using for FS consultation
 - University of Pittsburg has validated for Laboratory Developed Test (LDT) for use in primary diagnosis
- Next Board meeting in San Francisco, October, 20-21, 2014 at Pathology Visions meeting
 - Pathology Visions will have both clinical and research classes
 - NSH members, Liz Chlipala and William DeSalvo have been selected to present workshop, Quality Assurance for Digital Pathology in the Clinical Histology Lab
 - DPA award recipient is Jesus Ellin and award will be presented at NSH, Austin

Histology Quality Improvement Program (HistoQIP) – Konnie Zeitner

The CAP/NSH Histotechnology committee worked diligently to prepare the new HistoQIP Specialty Series – IHC (HQIHC). This IHC quality assessment that was available for the first time from the CAP 2014 Surveys catalog. The IHC Specialty Series, similar to the HistoQip and HistoQIP biopsy programs, consists of four different tissue and stain challenges in Shipments A and B. One hundred twenty (120) participants enrolled for the initial offering of this series, with one hundred nine (109) participants submitting slides for grading, which was a better than the initial offerings for any of the HQIPBX programs. Participant slides were graded in April and graders noted high scores for the new HQIHC in all three categories; microtomy; fixation and staining. We believe the quality of the slides in the HQIHC program exceeded that of all four of the HQIPBX programs for their initial release. With this indicator of overall quality of the submitting laboratory's work, technologists and pathologists can be confident in the quality of their slides and the effect on patient care.

The committee is updating the Specimen Handling Guidelines in Surgical Pathology document, a general guideline for proper specimen handling from the time it is removed from the patient to the time the slide is sent to the pathologist for interpretation. The Guidelines will be reviewed, revised, and versioned every year to keep it current, and in concordance with the CAP checklist. It is the goal of the committee to have the Guidelines published as it is a very useful document for technologists, residents and pathologists concerned with the pre-analytic phase of surgical pathology. A request has been sent to CAP today for an interview with the committee Chair, Dr. Shane Kohl, and possibly an article in a future publication. Laboratory Medicine may consider publication of the Guidelines as a supplement. The current version of the Guidelines can be found in PDF format on both the CAP and NSH websites.

**National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) –
Jennifer MacDonald**

- Represented the interests of the NSH to the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), particularly with the proposed changes to the NAACLS minimum education requirements for HT programs.
- Attended the Board of Directors' meetings September 9, 2013 and April 10, 2014.
- Collaborated to prepare a template and information regarding the proposed changes to the NAACLS standard for dissemination to the NSH membership.
- Member of the Standards User Guide Task force.
- Chair the Bylaws committee and the Site Visit Process committee.

National Society for Histotechnology
Income Statement
For the Twelve Months Ending December 31, 2013

		<u>Year to Date</u>
<u>Revenues</u>		
Membership Dues	\$	187,948.50
Donations Received		4,528.86
Donations Hard Tissue Network		200.00
Sponsorships		71,525.00
Income HistoQip		108,673.00
sponsorships-events		3,250.00
Donations		90.00
Donations Memorial Funds		344.00
ADA Fund		1,073.00
Awards and Scholarships		58,400.00
Interest Income		14,676.16
Royalties J O H		25,091.32
Royalties Study Guide		2,647.00
S/C Registration		313,451.00
Registration other than S/C		91,370.00
summer s/c event		458.00
Education Teleconferences		227,518.83
Education Training Aids		62,458.14
Education CEU's		4,646.25
Sustaining Membership		5,000.00
Advertising		114,316.87
Conference Seek Web Based		24,504.25
Employment Listing on Web Site		19,267.38
S/C Exhibit Space		512,000.00
event Exhibits		19,650.00
Advertising -web		36,217.80
Advertisement in Program		24,400.00
Members J O H Subscriptions		56,951.50
Public Relations Income		8,482.00
P/R Sales during S/C		5.00
S/C Exhibit Space		36,437.50
Gain/Loss Securities Smith Bar		145,309.03
Forum registration		<u>2,664.00</u>
Total Revenues		2,183,554.39

National Society for Histotechnology
Income Statement
For the Twelve Months Ending December 31, 2013

	<u>Year to Date</u>
<u>Expenses</u>	
Office supplies	4080.61
Convention Supplies	13,928.86
Postage and Delivery	12,668.90
Postage	366.77
Postage	8,588.70
Postage	58,008.08
Mailing Service Program	861.99
Shipping	2,503.34
summer s/c shipping	2,673.29
Education Reference Material	3,637.92
Printing and Reproduction	195,658.08
Self-Assessment Books	7,500.00
Mailing Service Election	2,964.68
Textbook Purchase	41,520.47
Advertising	3,815.00
Web Site Domain	367.37
Managing Editor	13,500.00
Secretarial Services	8,028.21
Telephone	2,306.85
Telephone line Internet	469.61
Equipment Rental	43,849.13
Services-Events	4,500.00
Convention Center Labor	6,490.60
Convention Center Utilities	11,520.81
Professional Services	9,135.23
Monthly accounting Service	5,055.00
Culling Lecture	179.3
Web Site Expenses	16,165.00
Travel	261,401.67
Summer Symposium speaker/staff	81,390.09
State / Region Meetings	69.53
Region Travel	4247.86
International Speaker	11,500.00
Health Professionals Network	2,688.16
Professional Dues	545.00
Professional Meeting Expenses	791.83
Misc Materials	23,365.47

National Society for Histotechnology
Income Statement
For the Twelve Months Ending December 31, 2013

	<u>Year to Date</u>
Equipment Maintenance Agreement	15,703.56
Office Technology	38,934.17
Miscellaneous Expenses	550.00
Space Rental / Office Rent	66,322.63
Convention Center Rent 2014	12,851.00
Convention Center Rent 2013	22,640.00
Insurance/Liability/ Office	11,934.25
Insurance	2,826.60
Insurance / Health Care	39,094.20
Insurance / Workers Compensatin	1,788.00
Liability Insurance Officers	3,493.00
Security Services	2,609.00
EMT	672.00
Shuttle Service S/C	17,267.95
Credit Card Fee Master Card	45,468.23
Subscriptions and Dues	3,673.13
Annual Dues	5,000.00
CLSI Dues	3,300.00
CCCLW-Dues	500.00
P/R Items for Resale	38,756.63
Awards and Scholarships	36,137.98
P/R Expenses for S/C	4,305.11
Awards and Plaques	9,497.00
Honorarium Host State	2,000.00
Banquet Host State	36,651.07
Food & Beverage	170,137.34
F&B Events	82,197.16
Banquet	4,338.50
S/C Expenses (Taxi, Shuttle)	53.85
S/C expense film developing	1,013.88
Audio Visual	95,439.08
Audio Visual Events	19,999.85
Strategic Planning	35,744.54
Fee For Registered Agent	150.00
ADA Expenses	3,228.70
Exhibits	28,283.14
Auditor and Legal Fees	9,000.00
Education Teleconference	53,471.98
Wages & Salaries	376,712.83
Contribution 401 K	18,835.64

National Society for Histotechnology
Income Statement
For the Twelve Months Ending December 31, 2013

	<u>Year to Date</u>
Annual Fee 401(k) plan	1,928.00
Advertising Commissions	22,863.20
Payroll Tax Exp/Fm941 Ot	25,363.11
Discretionary Funds	116.07
Book Purchase	<u>1,696.00</u>
Total Expenses	2,238,891.79
	<hr/>
Net Income	(55,337.40)

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Cancer Diagnostics, Inc.
E K Industries, Inc.
Electron Microscopy Sciences
Experimental Pathology Laboratories, Inc.
FTS Systems Thermal Products/SP Scientific
Havel's Inc.
HealthCare Connections, Inc.
Innovex Biosciences Inc.
Leica Biosystems
Merrick Inc.
Milestone
Newcomer Supply, Inc.
Poly Scientific R&D Corp
Polysciences, Inc.
RELIA Solutions
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Statlab Medical Products, Inc.
TBS - A Division of General Data Healthcare
Ted Pella, Inc
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Milestone

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