



North Central Chapter of the Health Physics Society  
Minutes of the Council Meeting  
6 April 2017  
Best Western Plus InnTowner Hotel  
Madison, WI

The Executive Council Meeting was called to order at 7:32 PM by President Jan Braun. Jan took roll call and asked Sam Hays for his reports. Sam noted that the webpage is updated as new information is provided. Sam noted that the logos from Affiliate Members were posted on the webpage. The logos posted were provided by the Affiliate Members. Not all Affiliate Members provided a logo for posting. The Council determined that we would continue to post logos as provided by the Affiliate Member. Sam will contact Jesse Fillmore, Affiliate Coordinator, so that Jesse can let the Affiliate Members know once again that posting their logo is available at no extra charge. David Paulu asked about website analytics. Sam has been exploring the idea of using Google analytics on the site. He's still working on calibrating the analytics. Mike Lewandowski noted that the latest Affiliate Member, DosimetryBadge.com, found the Chapter on the web and applied for membership through the website.

Sam provided a summary of the logistics for the Spring Meeting. Sam noted that the hotel's meeting planner has been great to work with. Bindu and Sam will be at the hotel at 7:45 to help with set up. The Affiliate Member tables will be around the perimeter of the room. Mike noted that we have 37 preregistered attendees and one Affiliate Member, Steven Mell with Canberra, will not be able to attend. Registration will start at 8 and the meeting will start at 8:45. The Council thanked Sam for his efforts in arranging the Spring meeting.

The Council reviewed the new member applications received since the last meeting. Some of the applications have been previously approved by email. HPS members are automatically approved as members upon application and payment of dues. New members of the Chapter include:

- Richard Anderson
- Connor Brausen
- Krista Kuhlman
- Jacqueline Newhall
- Elizabeth Oseid
- Mark Paulson

The Council discussed the application from DosimeterBadge.com. Mike noted that Jesse Fillmore had researched DosimeterBadge.com and determined that they would be a good addition to the Chapter's Affiliate membership.

Mike Lewandowski summarized the Secretary/Treasurer's report (attached). The last two meetings showed about double the historical number of Affiliate member support. The Chapter finances are growing and we should spend down the bank balance instead of just letting it grow. The Council discussed using some of the funds to bring speakers to our meetings. One mechanism in place is the Wissink Memorial Lecture which provides \$500 for travel and/or honorarium expenses. The Council also discussed setting meeting registration costs a bit lower and use Chapter funds to offset some of the costs of the meeting. The Council also discussed using the money to attend science teacher meetings. Costs for attending science teacher meetings would include booth space, parking, meals, and perhaps hotel rooms if individuals need to travel to attend the meeting. The Council was in favor of using Chapter funds for all of these

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ideas. Mike noted that during his term as Secretary/Treasurer he used Quicken to keep track of all of the financial data and that worked well. He recommended that the Chapter approve purchase of an updated version of Quicken (or some other financial software) for the next Secretary/Treasurer. QuickBooks Online was also noted as an option.

Mike discussed the Radiation Instrument Kit and the Council approved the purchase of a new isogenerator to replace the original isogenerator which is leaking elutant fluid. There have been no applicants/nominations for the science teacher award or grant. It appears that the lack of Chapter outreach to science teacher meetings is related to the lack of applications and nominations.

The Council reviewed the Affiliate's report provided by Jesse Fillmore (attached). Mike noted that K&S Associates needs to be added to the list as they have recently renewed their membership. Jan will present the Affiliate's report in Jesse's absence. Jan reviewed the Affiliate members who are supporting the meeting either through attendance (exhibition) or by sending materials for members to pick up.

Jan noted a correction for the technical meeting's agenda. The agenda for the Business Meeting was reviewed and no additions or corrections were noted. AAHP continuing education credits have been applied for. Bindu Timilsina agreed to write a summary of the Spring meeting for HP News.

The Council counted the ballots for the 2017 election. Mike Lewandowski presented the results of the electronic ballot. The paper ballots were then counted and added to the electronic results. The final results of the ballot are:

- President-elect: Jon Haas
- Secretary/Treasurer: Jess Gillis
- Councilors: Dan Miron and Sue McClanahan

Jan asked for nominations for officers for next year's ballot. The President and President-elect must be HPS members. The Chapter will pay HPS membership fees for any Chapter member elected to that position if they're not already an HPS member.

The Council discussed potential speakers. Lis Devin noted that she knows a person from who was an RSO in the military and then did radiation safety in the oil and gas industry. Jan mentioned a safety expert who she has listed to in a recorded talk on the internet. David Paulu mentioned a person who spoke at the Minnesota Department of Health about the Fukushima accident response. Chapter member, Angela Leek, Iowa Bureau of Radiological Health, was elected to the CRCPD. Mike contacted her and asked if she would speak to the Chapter about CRCPD activities. Angela responded affirmatively. Theresa Purrington, Minnesota Department of Health, may be able to report on Minnesota's x-ray rule revision process. Mike will contact Theresa.

Sherry Flaherty, Minnesota Department of Health, volunteered to host the Fall Meeting at MDH. The challenge with having a meeting at the Freeman Building is the lack of parking. David mentioned that there may be other venues not associated with an institution like the University of Minnesota or MDH. David will explore potential locations and get back to Sherry.

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Jan asked for any other business. As there was no other business, Jan adjourned the Executive Council Meeting at approximately 9:05 PM.

Respectfully submitted,

Mike Lewandowski,  
Secretary/Treasurer



**NCCHPS**  
**Executive Council Meeting**  
**6 April 2017**  
 UW-Madison,  
 Health Sciences Learning Center, Room 1202  
 Madison, WI

**AGENDA**

1	Call to Order
2	Welcome and Introductions
3	Review/Approve New Member Applications
4	Secretary/Treasurer's Report – Mike Lewandowski
5	Radiation Instrument Kit Report – Mike Lewandowski
6	Affiliates Report – submitted by Jesse Fillmore
7	Website Report – Sam Hays
8	2017 Spring Meeting <ul style="list-style-type: none"> <li>• Program review – David Paulu</li> <li>• Logistics – Sam Hays</li> <li>• Business Meeting agenda – Jan Braun</li> <li>• AAHP CECs for the meeting</li> <li>• Councilor assignment for HP News article</li> </ul>
9	Count Ballots from 2017 Election
10	Potential Invited Speakers
11	Fall 2017 Meeting Location
12	Other Business
13	Adjourn

# North Central Chapter of the Health Physics Society

## Secretary/Treasurer's Report

April 2017

Submitted by Mike Lewandowski

### Membership Summary

Voting members	102
	15 <i>Emeritus</i>
Student members	1
Affiliate members	12

*Note: About 70% of members have paid their 2017 dues*

#### New members:

- Richard Anderson, Clement J. Zablocki VA Medical Center, Milwaukee, WI
- Connor Brausen, Little Canada, MN
- Krista Kuhlman, State of Wisconsin – Department of Health Services, Madison, WI
- Jacqueline Newhall, University of Minnesota, Minneapolis, MN
- Elizabeth Oseid, University of Wisconsin, Madison, WI
- Mark Paulson, State of Wisconsin – Department of Health Services, Madison, WI

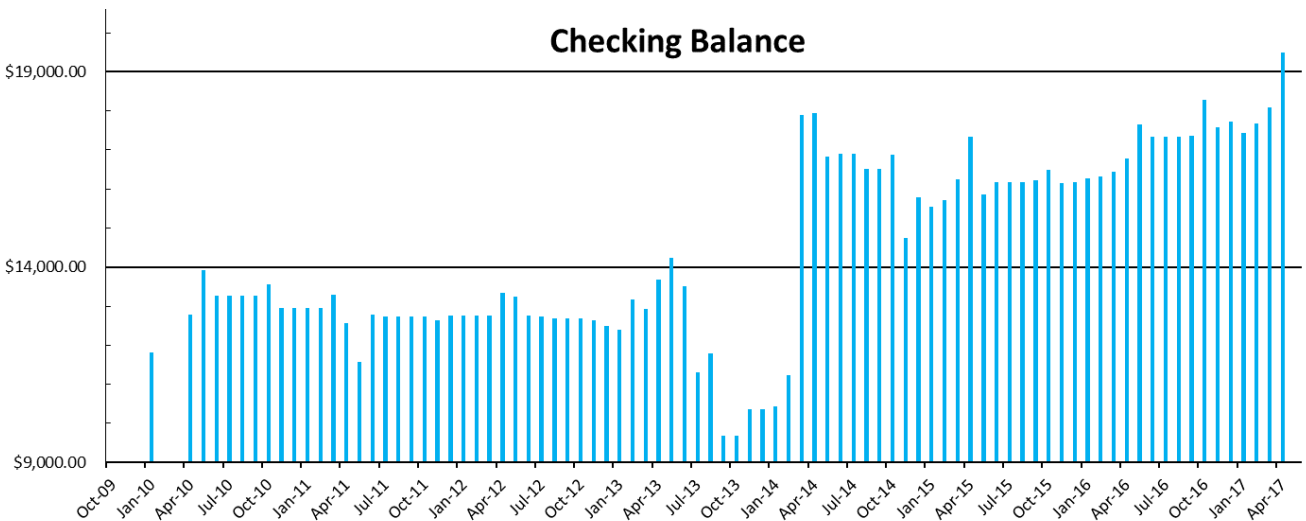
### Current Fiscal Year Trends

Income: increased Affiliate member support at meetings

Expenses: \$70 filing fee to incorporate Chapter, \$317 for new Cs-137 sources for instrument kit, increased meeting facility costs

### Current Fiscal Year Summary

	1 July 2016	31 March 2017
Checking Account	\$ 17,340.53	\$ 19,492.61
Savings Account	\$ 11,814.87	\$ 11,820.45
Total Assets	\$ 29,155.40	\$ 31,313.06



**North Central Chapter of the Health Physics Society**

Secretary/Treasurer's Report

April 2017

<b>NCCHPS Financial Report Fiscal Year to Date</b>			
1 July 2016 - 2 April 2017			
<b>INCOME</b>		<b>EXPENSES</b>	
Affiliate Dues	\$ 274.86	HPS Pres Elect Visit	\$ 152.14
TOTAL Dues	\$ 700.29	Science Teacher Award	
2016	\$ 39.99	Science Teacher Meeting	
2017	\$ 560.00	Incorporation	\$ 70.00
2018	\$ 70.30	Instrument Kit	\$ 317.00
2019	\$ 10.00	Wissink Speaker	
2020	\$ 10.00	Chapter President Plaque	\$ 92.57
2021	\$ 10.00		
Interest	\$ 12.75		
<b>General INCOME</b>	<b>\$ 987.90</b>	<b>General EXPENSES</b>	<b>\$ 631.71</b>
<b>Meeting Income</b>		<b>Meeting Expenses</b>	
Fall Affiliate	\$1,000.00	Fall Executive Council Room	
Fall Registration	\$ 570.00	Fall Facility	
		Fall Food	\$ 897.92
<b>Fall Meeting INCOME (Actual)</b>	<b>\$1,570.00</b>	<b>Fall Meeting EXPENSES (Actual)</b>	<b>\$ 897.92</b>
		<b>Fall Meeting NET (Actual)</b>	<b>\$ 672.08</b>
Spring Affiliate	\$ 949.99	Spring Executive Council Room	
Spring Registration	\$ 700.00	Spring Facility	\$ 710.00
		Spring Food	\$ 1,135.00
<b>Spring Meeting INCOME (Est.)</b>	<b>\$1,649.99</b>	<b>Spring Meeting EXPENSES (Est.)</b>	<b>\$ 1,845.00</b>
		<b>Spring Meeting NET (Est.)</b>	<b>\$ (195.01)</b>
<b>TOTAL INCOME (Est.)</b>	<b>\$4,207.89</b>	<b>TOTAL EXPENSES (Est.)</b>	<b>\$ 3,374.63</b>
		<b>Fiscal Year NET (Est.)</b>	<b>\$ 833.26</b>

North Central Chapter of the Health Physics Society  
Report to the Executive Council  
April 2017

Submitted by Mike Lewandowski

*Radiation Instrument Kit*

Since the last Chapter meeting, the kit was used by:

- Nick Elias, Central High School, Rochester, MN (repeat request)
- Carolyn Gwi, Park High School, Cottage Grove, MN (repeat request)

The kit has been reserved by:

- Yoshinao Hirai, Pine River High School, MN, (new request), and
- Central Lakes College, Brainerd, MN (repeat request)
- Mike Lewandowski, chapter member (new request)

The cobalt sources used in the kit were replaced with 1 microcurie cesium sources. The cost was \$317. The isogenerator is starting to leak eluting fluid. The estimate for a replacement is \$250.

*Nuclear and Radiation Science Grant*

No applications were received.

*Science Teacher Meetings*

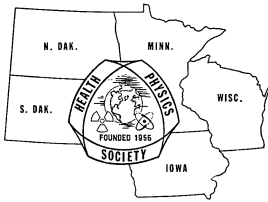
No participation in science teacher meetings.

*Science Teacher Workshops*

No workshops were offered.

*Science Teacher Award*

No award nominations were received.



## North Central Chapter

### Affiliate Member Report April 7, 2017 Spring Technical Meeting

Jesse Fillmore, Affiliate Coordinator

The North Central Chapter of the Health Physics Society (NCCHPS) has 11 active affiliate members for calendar year 2017 generating \$275 in annual affiliate dues. A list of the current affiliates is at the bottom of this report. The NCCHPS web site reflects the current affiliate members.

Solicitation of affiliate member support for the Spring 2017 technical meeting began in January. E-mail contacts of all likely affiliate member exhibitors or sponsors were made. Follow-up telephone calls were made, as necessary, to members that did not respond to the e-mail solicitation.

Five affiliate members agreed to exhibit at the meeting and two affiliates agreed to sponsor:

- Landauer, Inc. (Eric Annis) – Exhibitor
- Mirion Technologies (Tom Chwierut) – Sponsor
- Scientific Instrument Sales (Richard Love) – Exhibitor
- DEQ Technical Sales-Ludlum (Jeff Anspaugh)—Exhibitor
- Thermo Fisher Scientific (Nathan Smith)—Exhibitor
- F&J Specialty Products, Inc. (Frank Gavila)—Sponsor
- Chase Environmental (Dustin Miller) – Exhibitor

A total of \$950 in exhibitor fees has been collected to defray the cost of the Spring 2017 meeting.

### **2016 Affiliates**

#### **Company**

Canberra Industries  
DEQ Technical Sales (Ludlum Rep)  
F&J Specialty Products, Inc.  
HI-Q Environmental Company, Inc.  
Landauer, Inc.  
Mirion Technologies (Dosimetry Services)  
S&G Enterprises, Inc.  
Scientific Instrument Sales  
Thermo Fisher Scientific  
Dosimeter Badge  
Chase Environmental

#### **Contact**

Steven Mell  
Jeff Anspaugh  
Frank Gavila  
Marc Held  
Eric Annis  
Tom Chwierut  
Mark Griffith  
Richard Love  
Nathan Smith  
David Sullivan  
Janet Baker



## NCCHPS Spring Technical Meeting

Friday, 7 April 2017

Best Western Plus InnTowner Hotel  
Madison, Wisconsin

### Final Agenda

8:00	<b>Registration and Check-in</b>
8:45	<b>Welcome</b> David Paulu, Chapter President-elect
9:00	<b>ClearView Radiation Shield – Performance and Testing</b> Jayeesh Bakshi – Radium Incorporated
9:30	<b>Enterprise-Wide DOT Training Program at Mayo Clinic</b> Jeffery Brunette, CHP – Mayo Clinic
10:15	<b>Break</b>
10:45	<b>Preparing for the SAFSTOR Method of Decommissioning at the Kewaunee Power Station</b> Dan Shannon – Dominion - Kewaunee Power Station
11:15	<b>Emergency Plan Dose Assessment at a Decommissioned Nuclear Plant</b> Dan Shannon – Dominion - Kewaunee Power Station
11:45	<b>Lunch</b>
1:00	<b>Business Meeting</b>
1:45	<b>Break</b>
2:00	<b>Decommissioning Case Study: RDS-112 PET Cyclotron</b> Dustin Miller, CHP – Chase Environmental Group
3:00	<b>Challenges and Solutions for EMF Hazard Evaluation</b> Mike Lewandowski, CHP – 3M Company
3:30	<b>Adjourn</b>

Please support our exhibitors and meeting sponsors:

Chase Environmental Group, DEQ Technical Sales, F & J Specialty Products, Inc., Landauer, Inc., Mirion Technologies (Canberra), Mirion Technologies (Dosimetry Services Division), Scientific Instrument Sales, and Thermo Fisher Scientific