



IA State Assembly Officers

04/17/2007

Page 1 of 1

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Term start: 06/16/2006 Term end: 04/30/2008

8 records.

Record selection formula

{Activity.ACTIVITY\_TYPE} = "COMMITTEE" and
{Name\_Address.PURPOSE} = "MAIN" and
{Activity.PRODUCT\_CODE} = "COMMITTEE/"+{?whichSA}
and {Activity.THROUGH\_DATE} >= currentdate

created 7mar07 by r.a.n.

last updated 07mar07 by r.a.n.



Iowa Assembly Conference Call  
October 14, 2007 8pm

Present: Dana, Renee Susie, Alex, Denise, and Mary

Dennis gave us a synopsis of the cruise we would be using next October. Cruise staff was poor. Disappointed with clientel.- Texas rodeo! Alex and Dennis gave there opinion that we needed to look at a different port.

Ship "Valor" was a fairly new ship and the itinerary would have 4 ports: Rotan, Honduras; Belieze; Grand Cayman; and Cozumel. Dates would be the same, just change boarding port in Miami. Easier to fly to and take taxi to port.

Block 50 inside cabins. If they want to upgrade they can call Carnival and give there CC # for the difference. We are looking at Oct. 5-12, 2008 for cruise.

1 free room / 10 rooms booked. We would cover our own port charges of \$120.00. Meridian would pay \$ 2500. deposit and then first \$2500. taken in would go back to Meridian. Next payment would be in April or May. Fainal payment would be in July. \$699.00 early bird registration with an insentive of a tote bag or something. Offer 14- 16 credit hours. Spouses can sit in on workshop for free. Vote as a board to each pay our own port fees of \$120.00. Alex stated that there were 15 people from wound closure class that would be interested in cruise but not out of Galvveston.

Get flyers made and post in hospitals. JUNE 27-28 was decided for the Okoboji workshop. Basic class- \$150.00 Advanced class- \$150.00

We need to come up with a policy on commitment of committee members. I missed absent was OK/ A repeat offense needs to be addressed. Talk about this at spring meeting on Friday night board meeting.

Spring meeting will be April 19, 2008 at Mercy school. Tralonda is our go to gal to set up meeting. Alex will work on getting Margaret Vann to speaker, along with Ben price Dana will talk to Ben and that way we have a morning filled with legislation. Dana would talk to GAPA rep and see if they would like to speak also. We will need to find 3- 4 more speakers. We will have the business meeting during lunch. Elections are to take place too. 3 BOD of directors ( Denise, Jen, & Rachel) & Secretary (Sue). Meet Friday night to discuss workshop and discuss cruise .

Iowa membership as of 2007 is 250 members.

Meeting adjourned.

Respectfully submitted,

Sue VanderVeen, secretary



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Meeting adjourned.

Respectfully submitted,

Sue VanderVeen, secretary





Dana, Renee, Susie, Alex, Denise, ~~John~~ Mary

# 8pm Conference Call Oct 14, 2007

Dennis - Cruise went well. Cruise staff was peer. Disappointment as far as clientel - Texas Radio.  
Alex - Balcony Rm was good - neighbor was smoking & very loud.  
opinion on cruise was to look @ a different port.  
Ship "Conquest" is known for that.

Ship "Valor" fairly new - itinerary would have 4 ports  
Belize, Grand Cayman, Cozumel  
Dates would be the same, just change to Miami port.  
easier to fly to & take taxi over to port.

Rotan,  
Honduras

Block 50 inside cabins  
if they want upgrade they would call carnival  
and give credit card # for difference.

1 free perk 10.

still cover port charges \$120.00

\$2500.00 deposit out of Meridian 1st 2500.00 goes  
back in Meridian acct

Next payment will be April or May - \$225.00/person  
final payment in July.

2 Rms @ a time.

~~\$699.00~~ early bird registration?

give them tote bags or something as incentive.  
14-16 credits hours!

\$499.00 includes port fees - extra 200.00 profit for TASA

Spouses can sit in on workshop 😊

extra \$50 if they don't meet deadline & space available.

1st pay in Full or \$50% up front then 50% in April or May.  
Non-refundable

October ~~2007~~ 5-12<sup>th</sup>

Alex - 15 people from class -  
8 people said they want to go on cruise. but  
not Halveston.

Get flyers, post it in hospitals

Wound Closure Workshop - June 27<sup>th</sup> + 28<sup>th</sup> 2008  
Basic on Friday 150<sup>00</sup>  
Advance on Sat. 150<sup>00</sup>  
29<sup>th</sup> tentative

all pay for our own port fees \$120<sup>00</sup>  
for getting cruise compt.

Alex - Margret Kern - passed legislation in Illinois

Done Ben @ Spring workshop too > morning goes to  
legislation  
3 more speakers

April (19) or 26<sup>th</sup> 2008 - Tralonda @ Mercy  
Friday night 8/4 Business Mtg during lunch

Done - Indiana - Yapa rep  
Secretary, ~~3600~~ 3600 Denies gen. ~~2000~~

Have a policy - on commitment  
~~1~~ missed absent - repeat offense needs to be  
addressed.

Team membership 210 - ~~2007~~ 250

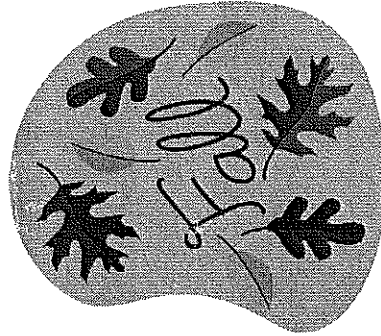
Flyer out in Jan



Standard  
U.S. Postage  
PAID  
SP&D

**IOWA STATE  
ASSEMBLY OF  
SURGICAL  
TECHNOLOGISTS**

**FALL  
WORKSHOP**



SUSIE VANDERVEEN  
PO BOX 61  
WAKEFIELD NE 68784-0061

Saturday, October 6, 2007  
Western Iowa Tech Community  
College  
4647 Stone Ave  
Sioux City, IA 51102

Iowa State Assembly  
Renee Nemitz  
3438 Concordia Drive  
Sioux City, Ia 51104  
(712) 301-1665

**DATE**  
**October 6, 2007**  
**8 a.m. - 4 p.m.**

**LOCATION**

Western Iowa Tech Comm College  
 4647 Stone Ave  
 Sioux City, Ia 51102

**AGENDA**

8:00	On-Site Registration
8:45	Welcome-IASA Officers/BOD
9:00	Dr. Ryan Meis, MD Shoulder Arthroscopy
10:00	Dr. Grant Schumaker, MD Neuro Surgery
11:00	<del>Dr. Grant Schumaker</del> Sundry Schumaker
12:00	Lunch (Provided)
1:00	Dr. Paula Formosa, MD Plastic Surgery/Trauma
2:00	Rich Andersen, Sioux City Firefighter/Paramedic/Hazmat Trauma & Mechanism of Injury
3:00	<del>Dr. Joan Rothwell</del> RN Infection Control
4:00	Evaluations and CEU Certificates

**PURPOSE:**

*This workshop is designed to offer participants an opportunity to study, discuss, and exchange professional knowledge, expertise, and ideas related to the surgical setting. Participants will be offered professional growth and development offerings designed to enhance the delivery of patient care and health services.*

**REGISTRATION FORM**

Name:	
Credential:	
Street:	
City:	
State:	Zip:
Telephone:	
Certification/License #:	

Please mark applicable fee for your registration.

Advance registrations: DUE by September 21
AST/IASA Member: \$40
Nonmember: \$45
RN's \$55
Student: \$10

There will be no additional charge for "at the door" registration for this meeting. However, early registration allows us to plan ahead for food counts.

Please make checks payable to: IASA  
 No refunds/cancellations.  
 Please copy your registration form and check as proof of payment and receipt. CEU form will serve as proof of your attendance at the meeting. Checks will be cashed following the workshop.

Mail Registrations To:  
 Renee Nemitz  
 3438 Concordia Drive  
 Sioux City, IA 51104

**QUESTIONS-**  
[www.iasa-ast.org](http://www.iasa-ast.org)

*Attendees will receive one complimentary entry in the "TASA-Come Cruise with Us" Raffle. IASA will be raffling off a spot aboard the 2008 Wound Closure Cruise that will be cosponsored by Meridian Institute of Surgical Assisting. One winner will be drawn at the 2008 AST National Conference in Orlando.*

## Speakers

## Objectives

Carl Reinhardt, RN, BSN  
Arthrex Representative

New Trends in Shoulder Surgery

1. Learn new techniques and Equipment in shoulder surgery

Dr. Grant Shumaker, MD  
New Technology in Spine Development

1. Identify spinal implants new to the market.
2. List advantages and disadvantages associated with new hardware
3. Explain the benefit of motion sparing devices

Sandy Shumaker, ACNP  
Cervical Spine Anatomy, Pathology, and Treatment Interventions

1. Correctly identify basic anatomy
2. List potential red flags associated Cervical spine pathology which Warrant neurosurgical evaluation
3. understand surgical intervention intended to treat cervical spine Disease
4. Identify imaging studies commonly used for diagnosing cervical pathology

Dr. Paula Formosa, MD  
Suture techniques for plastic surgery

1. Describe suture outcomes
2. Suture techniques for perfect closure

Rich Andersen, BS, AS  
Penetrating and Injection injuries, MVA, and Other odd injuries

1. Identify penetrating and injection injury

Joan Rothwell, RN, BSN, CIC  
Infection Control and Surgery

1. Understand the importance of hand hygiene and ways to perform hand hygiene
2. Identify modes of infection transmission and how to break the chain of infection
3. Understand transmission-based isolation Practices and precautions used
4. Describe practices to help reduce postop Surgical wound infections



September 12, 2007

Dear Mr. Culver,

It is safe to assume that almost all of us will have at least one surgery during our lifetime. It's only natural to demand that everyone making up the O.R. team is properly trained. However, you might find it disturbing to learn that in many operating rooms in Iowa today, the person assisting the surgeon is not required to have any specialized education or formal training.

Although Iowa requires certification or licenses to practice several professions, such as cosmetology, NOTHING is required for a surgical technologist. Someone with no specialized experience or education is allowed to have their hands inside your body while assisting a surgeon. This is a serious risk to the health of all Iowans that must be addressed.

As surgical technology professionals, our primary concern is improving patient safety through aseptic techniques. We understand that without proper education and proven skills, the patient's health could be in grave danger. It is our obligation, as Certified Surgical Technologists, to inform you of our enormous concern regarding this matter.

We feel certification MUST be mandatory in the State of Iowa. Certification ensures that a surgical technologist has adequate knowledge of surgical instruments and procedures, in addition to many other indispensable skills surgeon must rely on to perform a safe and successful surgery.

By taking the extra step, a Certified Surgical Technologist proves that they've mastered the precise skills necessary to provide patient safety. Please help us redefine "Quality Health Care" in Iowa.

Thank you for your time and attention to the issue,

Dana Grafft, CST

President of the Iowa State Assembly of Surgical Technologists,  
Program Coordinator/Instructor, Iowa Lakes Community College

1900 N. Grand Ave.

Suite B1

Spencer, Iowa 51301

712-580-8624

[dgrafft@iowalakes.edu](mailto:dgrafft@iowalakes.edu)

And the Surgical Technology Class of 2008, Iowa Lakes Community College



**robert vanderveen**

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**From:** "Dana Grafft" <dgraft@ilcc.cc.ia.us>  
**To:** "Dana Grafft" <dgraft@ilcc.cc.ia.us>; "kfinn" <kfinn2@mchsi.com>; <dana@iasa-ast.org>; "Dlouhy, Denise" <denise@iasa-ast.org>; "Finn, Karyn" <karyn@iasa-ast.org>; "Lester, Rachel" <rachel@iasa-ast.org>; "Liberty, Jennifer" <jennifer@iasa-ast.org>; "Nemitz, Renee" <renee@iasa-ast.org>; "Perea, Alex" <alex@iasa-ast.org>; "VanderVeen, Susie" <Susie@iasa-ast.org>  
**Cc:** <ddlouhy@hotmail.com>; <davidlester@iowatelecom.net>; <nemitzra@witcc.edu>; <aepassisting@aol.com>; <jenbote@yahoo.com>; <bobandsuestoy@huntel.net>  
**Sent:** Wednesday, August 22, 2007 9:48 AM  
**Subject:** RE: [QUAR] RE: Summer's Nearly Over[Scanned]

Hey Everyone,

Just a couple of updates:

1. Dennis says he is working on getting a contract in stone with Carnival. So the next step for us is marketing, marketing, marketing.

2. Tom and I just sold our house and will be purchasing a new one. Unfortunately, our closing date is Oct 10, which means we will be moving on the weekend before (Oct 6). I am confident that Renee will be able to lead the fall meeting if you all can be there to help her. We are finalizing speakers and the brochure this week and they should go out soon. Please email Renee and Suzie to let them know what you can do to help speed up the process and what you can do to help them with the meeting. I know that we are behind and I know that we need to regroup as a BOD and finalize some things this fall. Unfortunately, I have to have time to get things ready to move. Between taking classes and my workload at school it is unlikely that I will be able to have much free time this fall. We really need to be able to communicate effectively through email during this time. Please remember to check your email frequently and when you respond to a message, reply to all instead of just me. This will keep everyone better in the know.

You'll probably have to meet without me either on Friday night or during the Saturday meeting sometime and come up with some tentative plans for the spring meeting. If we could assign things now maybe we won't end up so far behind. Please let me know your thoughts. I can send out notes before you meet and let you know of anything that will require discussion.

3. Spring meeting: We generally meet in Des Moines for the annual meeting. Nancy Zylstra has since left her position with Mercy; therefore, someone will need to contact the new program director as see if we can still meet. We should try to shoot for early April to avoid May. We'll also need to figure out delegates for National Conference and people who will be able to man the IASA booth to keep Renee, Alex and myself from having to be 30 places at once.

I think this is about all I have for now. Please remember to "reply to all".

Thanks!

1. The first part of the document is a letter from the author to the reader, explaining the purpose of the study and the methods used.

### 2. The second part of the document is a list of references.

3. The third part of the document is a list of references, including books, articles, and other sources used in the study.

4. The fourth part of the document is a list of references, including books, articles, and other sources used in the study.

5. The fifth part of the document is a list of references, including books, articles, and other sources used in the study.

6. The sixth part of the document is a list of references, including books, articles, and other sources used in the study.

7. The seventh part of the document is a list of references, including books, articles, and other sources used in the study.

8. The eighth part of the document is a list of references, including books, articles, and other sources used in the study.

9. The ninth part of the document is a list of references, including books, articles, and other sources used in the study.

10. The tenth part of the document is a list of references, including books, articles, and other sources used in the study.

11. The eleventh part of the document is a list of references, including books, articles, and other sources used in the study.

12. The twelfth part of the document is a list of references, including books, articles, and other sources used in the study.

13. The thirteenth part of the document is a list of references, including books, articles, and other sources used in the study.



-----Original Message-----

From: Dana Grafft [mailto:dgraft@ilcc.cc.ia.us]  
 Sent: Saturday, August 11, 2007 9:33 AM  
 To: kfinn; dana@iasa-ast.org; Dlouhy, Denise; Finn, Karyn; Lester, Raciel; Liberty, Jennifer; Nemitz, Renee; Perea, Alex; VanderVeen, Susie  
 Cc: ddlouhy@hotmail.com; davidlester@iowatelecom.net; nemitzra@witcc.edu; aepassing@aol.com; jenbote@yahoo.com; bobandsuestoy@huntel.net  
 Subject: [QUAR] RE: Summer's Nearly Over[Scanned]  
 Importance: Low

Things are going well here in Denver at AST and you all should be pleased to know that today, as I write this, we are finishing up the SOP's.

Just to let you know, we've decided based on all of your responses to NOT meeting face to face in August. It is an extremely busy time of year for everyone and I think our business can be handled over the phone at this time.

We will work on getting the flyers out for the Oct 6 meeting ASAP. I hope you'll all plan to attend.

Talk to you when I return home....

Dana

(

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From: kfinn [mailto:kfinn2@mchsi.com]  
 Sent: Sat 8/11/2007 9:27 AM  
 To: Dana Grafft; dana@iasa-ast.org; 'Dlouhy, Denise'; 'Finn, Karyn'; 'Lester, Rachel'; 'Liberty, Jennifer'; 'Nemitz, Renee'; 'Perea, Alex'; 'VanderVeen, Susie'  
 Cc: ddlouhy@hotmail.com; davidlester@iowatelecom.net; nemitzra@witcc.edu; aepassing@aol.com; jenbote@yahoo.com; bobandsuestoy@huntel.net  
 Subject: RE: Summer's Nearly Over[Scanned]

Message received.

I will be out of the country October 18 - 28th

If necessary, I would attend the face meeting Aug 18th. Would prefer phone conference but I understand the ease of talking face to face.

\* I have at least 1 vendor ( Cardinal Instruments aka V.Mueller) that would be glad to present on all or any topic relating to manufacture, function, testing & repair of surgical instruments.

8/22/2007



\* Also have Aesculap interested in speaking on rigid containers & sterilization parameters and container weights per new AORN & AAMI guidelines

April Conference : Deposit \$1368.00

June WCW: Deposit \$4550.00

I will have a complete statement with all fiscal expenses sent via email to everyone on this list for the Aug. meeting either face or phone.

Finally, after almost a year in my new position at Covenant, things are starting to come together & life is beginning to have a more regular pace. The damage to our kitchen has finally been completely repaired 8/8/07 after the Feb. ice storm. I can move back into my kitchen YEAH!!!

Kids start school on the 22nd & life again resumes its rhythmic pace of organized chaos.

Talk to you all soon.

Karyn

-----Original Message-----

From: Dana Grafft [mailto:dgrafft@ilcc.cc.ia.us]

Sent: Tuesday, August 07, 2007 3:43 PM

To: [dana@iasa-ast.org](mailto:dana@iasa-ast.org); Dlouhy, Denise; Finn, Karyn; Lester, Rachel; Liberty, Jennifer; Nemitz, Renee; Perea, Alex; VanderVeen, Susie

Cc: [ddlouhy@hotmail.com](mailto:ddlouhy@hotmail.com); [davidlester@iowatelecom.net](mailto:davidlester@iowatelecom.net);

[nemitzra@witcc.edu](mailto:nemitzra@witcc.edu); [aepassing@aol.com](mailto:aepassing@aol.com); [jenbote@yahoo.com](mailto:jenbote@yahoo.com);

[bobandsuestoy@huntel.net](mailto:bobandsuestoy@huntel.net)

Subject: Summer's Nearly Over



Hey Everybody,

Hope your summer has been a good one as it is quickly winding down...

A couple of things that need attention before we head back to school a couple of weeks...

1. At our April meeting we discussed meeting face to face in Fort Dodge in August. Did we still plan to do that? If so, what was the date we'd decided? I think it was the weekend of the 17 or 18th. I've already heard from one person that they wouldn't be able to attend, so I am thinking maybe we should move the date to meet prior to our October meeting?
2. The Sioux City crew agreed to host the meeting at WITCC and has been working on speakers. Can someone update us as to what we need to find for speakers yet? What else needs to be done prior to that meeting besides the flyer? I can send whoever is arranging the speakers the flyer outline from our last meeting to work from as a template. Let the rest of us know what we can do to help, Renee and Susie.
3. I am planning to call Dennis this week to talk cruise.
4. Do we need to do a conference call if we don't meet in person in August? Let me know your thoughts everyone. We can either do a conference call or if the fall workshop is fairly organized already we can just meet the night before the sioux city meeting. Let us know.
5. Wound Closure workshop went well...Karyn can update you on the profits later on.

Again, hope you are all having a great summer. I've been busy with classes, camps and babies. Please send me a quick note to let me know that you've received this message and your thoughts on how we should proceed....face to face or conference call and times that work best for each of you.

8/22/2007



**REGISTRATION FORM**

Name:	
Credential:	
Street:	
City:	
State:	Zip:
Telephone:	
Certification/License #:	

Please mark applicable fee for your registration.

Advance registrations: DUE by May 15, 2007
AST/IASA Member: \$150
Nonmember: \$175
Student: \$100

**On-Site Registration:**

There is no on-site registration for this event.  
Please call Dana Graff at 712-213-1064 to check space availability.

No refunds/cancellations.

Please copy your registration form and check as proof of payment and receipt. CEU form will serve as proof of your attendance at the meeting. Checks will be cashed following the workshop.

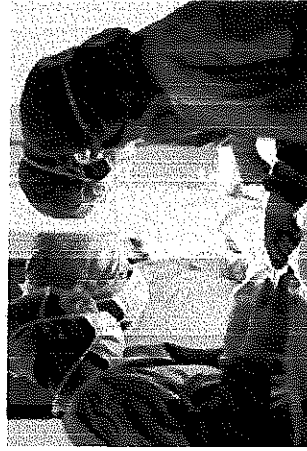
**Mail Registrations To:**

Dana Graff  
704 Meadow Lane  
Storm Lake, IA 50588

QUESTIONS-  
[www.iasa-ast.org](http://www.iasa-ast.org)

Detach and return registration

**IOWA STATE  
ASSEMBLY OF  
SURGICAL  
TECHNOLOGISTS  
2ND ANNUAL  
WOUND CLOSURE  
WORKSHOP**



Iowa State Assembly  
Dana Graff, President  
704 Meadow Lane  
Storm Lake, IA 50588  
[www.iasa-ast.org](http://www.iasa-ast.org)

Saturday, June 23, 2007  
Inn of Okoboji  
3301 Lakeshore Drive • P.O. Box 559 •  
Okoboji, IA 51355





DATE

**Saturday, June 23, 2007**  
**8 a.m. - 4 p.m.**

LOCATION

**Inn of Okoboji**  
**3301 Lakeshore Drive • P.O. Box 559 •**  
**Okoboji, IA 51355**  
**1-877-BOJI-FUN**

LODGING

**Inn of Okoboji**  
**1-877-BOJI-FUN**  
**www.bojifun.com**  
**Rate: \$110**

Reservation Deadline for Room  
Rate: May 1, 2007 (call early for best  
availability, room rate will be honored for  
nights before or after the workshop)

*Mix business with pleasure and bring your family to Iowa's #1 Vacation Destination! The Inn is a waterfront resort with golf, indoor and outdoor pools and many other amenities. The Inn has been gracious enough to honor our reduced rate for nights prior to, or after, our workshop which will allow you to bring your family and make a week or weekend out of it, while enjoying all that the Iowa Great Lakes Area has to offer! Make your reservation now as rooms at this rate in Okoboji don't last long!*

COURSE OVERVIEW

This course is designed for entry-level to intermediate surgical first assistants, or practicing surgical technologists who wish to obtain advanced-practice skills.

Meridian Institute of Surgical Assisting-Wound Closure Workshop will offer:

Part I

*One hour of lecture time incorporating a PowerPoint Presentation as well as a wound closure manual. Several aspects of wound healing will be covered at an advanced level when compared to simple wound healing issues a student would learn in a Surgical Technology classes.*

Part II

*Three hours covering the principles of knot tying. Students will learn the proper mechanics of knot tying while practicing these techniques on tying boards.*

Part III

*Four hours covering surgical principles and application of suturing. All instruction will include practice and demonstration utilizing their state-of-the-art multi media presentation. Students will practice suturing on pig's feet.*

**Offering 7 CEU's-IASA is an approved provider of AST Continuing Education Credits**

COURSE AGENDA

- 7:30-8:00 a.m. Registration
- 8:00-9:00 a.m. Wound Healing Lecture
- 9:00-11:30 a.m. Knot Tying
- 11:30-12:00 SFA Online Presentation
- 12:00-1:00 p.m. Lunch
- 1:00-3:30 p.m. Suturing
- 3:30-4:00 p.m. Review and Evaluation

ABOUT MERIDIAN INSTITUTE

Based out of Joelton, TN, Meridian Institute has been providing expertise in the area of first-assisting through their exceptional training sessions. Meridian has been a provider of Wound Closure Training Sessions for over 7 years.

Meridian has become the nations largest CAAHEP-Accredited First Assisting Program. Founders and Business Partners, Dennis Stover and Michael Foster have over 40 years of combined surgical experience in the field of first assisting. Both Mike and Dennis are still practicing first assistants in addition to their instructional roles at Meridian.

**Meridian Institute of Surgical Assisting**

*"The Leader In Surgical Training"*  
<http://www.meridian-institute.com>



IASA Annual Business Meeting  
April 14, 2007  
Mercy College of Health Science  
Des Moines, Ia

Meeting Called to Order: President Dana @ 1400.

Roll Call- Quorum established.

43 present - 20 of which active member.

~~Madame president we have established a quorum.~~

Secretary Sue read minutes of last Business Meeting of June 16, 2006.

Minutes were read and approved: First: Mary Ross Seconded: Leah Ekdorph.

Treasurer report: Fiscal period- July 2005 - June 2006

Beginning Balance \$8054.68

Expenses 1237.54

Postal 752.69

Media Website 180.00

Bank charge 6.42

Current total as of March \$8224.03

\*see attachment for total figures.

Treasurer report were read and approved: First: Julie Baxter Seconded: Rachel Lister

Elections:

Vacancy's ~~at~~ BOD (Alex Sally) Alex Mary Ross (appt by President Graff)

President (Dana)

Vice President ( Renee)

*Voting for Lea*

~~Sally Designated~~

~~\*If no one wants to run then President will Appoint someone.~~

Nominations: none from the floor.

Recess the Meeting @ 1420 to have election

First Kim Fortune Seconded: Mary Ross

Reopen meeting @ 1450

Teller Committee: Following elections - President - Dana Graff

Vice President - Renee Nemitz

BOD - Alex Perez

Old Business: 1. Wound Closure with Meridian and Cruise the Caribbean. \$699.00/ Dbl

Occupancy. October 5-12 Block 50 rooms/100 people this will offer

Cruise and CEU's. Does not include airfare and drinks, excursions.

2. Fall Workshop October 6, 2007 @ Western Ia Tech in Sioux City.

Meeting Adjourned: First Alex Perez

Seconded: Denise DeLloughy

*Respectfully Submitted  
Sue Vander Meer CST Secretary IASA*



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Elections:

Vacancy's: 2 BOD (Alex Sally) Alex Mary Ross (appt by President Graff)

President (Dana)

Vice President ( Renee)

\*If no one wants to run then President will Appoint someone.

Nominations: none from the floor.

Recess the Meeting @ 1420 to have election

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Seconded: Denise DeLloughy

Respectfully Submitted,  
Sue Vandellan *at* Secretary IASA



**State Assembly of the Association of Surgical Technologists**  
**Annual Financial Report July 1 2005 - June 30 2006**

	July 2005	August 2005	September 2005	October 2005	November 2005	December 2005	January 2006	February 2006	March 2006	April 2006	May 2006	June 2,006.00	BUDGET 2007
<b>Income</b>													
Dues from AST		\$360.00			\$375.00			\$353.00			645.00	5,400.00	
Registration Fees	\$150.00								865				
Donations													
Raffles/Sales													
<b>Total Income</b>	<b>\$150.00</b>	<b>\$360.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$375.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$353.00</b>	<b>\$865.00</b>	<b>\$0.00</b>	<b>\$645.00</b>	<b>5,400.00</b>	<b>\$8,148</b>
<b>Expenditures</b>													
Workshops:													\$5,975
Catering							\$303.00					2,255.19	
Workshop Speaker												1,800.00	
Supplies/Snacks												219.68	
Speaker Gifts				80									
Registration Refund												1,255.34	
Facility Charges					61.80								\$71
Postal Charges:													
PO Box Rental												43.21	
Stamps			13.65	13.65									\$699
Printing												453.68	
Postcards													
Newstletters				245.53									\$160
Legislation													
AST for Lobbyist													
Lobbyist Dinner													
Regis Fee Ethics Com											159.50		
Media Consultant												40.00	\$40
Returned Checks									11.77				\$35
Bank Charges			\$11.77			\$11.77					1,200.00		
Delegates													
<b>Total Expenditures</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25.42</b>	<b>\$339.18</b>	<b>\$61.80</b>	<b>\$11.77</b>	<b>\$303.00</b>	<b>\$0.00</b>	<b>\$11.77</b>	<b>\$0.00</b>	<b>\$1,813.18</b>	<b>5,613.42</b>	<b>\$3,179</b>
<b>Beginning Balance</b>	<b>\$8,086.02</b>												
<b>Current Balance</b>	<b>\$8,236.02</b>	<b>\$8,596.02</b>	<b>\$8,570.60</b>	<b>\$8,231.42</b>	<b>\$8,544.82</b>	<b>\$8,533.05</b>	<b>\$8,230.05</b>	<b>\$8,583.05</b>	<b>\$9,436.28</b>	<b>\$9,436.28</b>	<b>\$8,268.10</b>	<b>8,054.68</b>	

*\$ 8,241.03 Balance as of March 2007.*





IASA Annual Business ~~Meeting~~ Mtg April 14, 2007  
@ Mercy College of Health Science Des Moines, Ia

Mtg called to order: President Dana Graft @ 14:00

Roll Call - Quorum Established  
43 present, 20 of whom are active members.  
Madame President we have established a quorum.

Read Minutes of last business mtg of June 16, 2006  
1st Mary Ross  
2nd Leah Ekdorph

Treasure Report <sup>FP</sup> July <sup>06</sup> - June <sup>07</sup>

1st Julie Baxter	8054.68	Beginning Balance
2nd Rachel Lester	1237.54	Expenses
	752.69	Postal
	180.00	Media Website
	6.42	<del>Bank chg</del>
	<u>8224.03</u>	Current Balance March 07

Elections:

Vacancies: ? BOD Alex Perea  
President Dana Graft  
Vice President Renee Nemity

\* if no one wants to run then President will Appnt. someone.

Nominations: 0 from the floor

Recess Mtg @ 1420  
1st Kim Fortune  
2nd Mary Ross

1450 Reopen Mtg :

Teller Committee & President	Dana
V. President	Denise
BOD	Alex

Old Business :

I. legislation - Sen Price open an eyes  
on how to proceed. He will speak at  
Fall Mtg to help us.

II P+P - BOD + Officers  
established - Stipends \$100 for officers  
Stipends for Delegates \$300  
@ another Retreat in August 07  
for

New Business :

I. wound closure to Meridian + Cruise  
The Caribbean. 699<sup>00</sup> / P&I occupancy.  
Oct 5-8  
Blocked 50 Rms / 100 people  
Cruise, CEU's @ Airfare + Alcohol, excursions.

II. Fall workshop Oct 6, 2007  
@ WIT Stony City Ia

Adjourn

1st Alex  
2nd Denise

**Iowa State Assembly  
Officer and BOD Meeting  
Friday, April 13, 2007 6-8  
Quality Inn-Des Moines**

**AGENDA**

Le: 20pm Dana, Renee, Alex, Denise,

**1. Cruise update**

- Date - Oct 5-12, 2008 to Montego Bay, Jamaica; Cozumel, Mexico; Grand Cayman, Cayman Islands
- Port of Call-Galveston, TX
- Cost-\$499.00 per person
- Signage and raffle tickets-under \$700.00 for 10,000 tickets and reusable sign for 5 upcoming events.
- Legalities-disclaimer printed on back of raffle tickets
- **Determine:** 50 Rms / 100 people

\$499.00 cruise  
200.00 profit  
699.00 total Cruise

- Price for cruise participants (cruise and CEU's)
- Price for BOD
- Selling methods (hospitals and meetings)-tickets #
- Whether or not purchased tickets from 2007 stay in for 2008 drawing *Draw tickets from year to year.*

**Conference booth ideas/discussion**

- Oriental Trading-ordered
- Signage-ordered
- Shipping items to hotel
- Raffle tickets
- T-shirts-do we want to sell and how much?
- Bandage scissors and name badges-set prices
- Workers-me, renee, and alex plus students

Speakers - pierdren or some kind of Monetary  
Active BOD + officers that get the comp.  
Decision made April 2007 for Cruise 2008.  
Plan on whole Board + officers to go.  
- Raffle off the spot of the person who cannot go.

**Annual Report Documents**

- Financial Statements-karyn
- General report-dana
- Audit-dana
- Ed. Committee Discussion about workshop flyers and speaker content packets-someone needs to take over
- Brief review with discussion of IASA Policies (stipend)-won't cover cost of Inn or WCW.

Balance Treasury  
\$ 8,224.03 balance as of March 2007  
7249.00 start up.

State Assembly Booth \$100.00  
in different area than rest of Booths.

Sell: Tickets \$2.73  
① Sellers \$11.00  
② Student + tickets - 100 cost \$5.00  
④ Name badges \$5.00  
blue & white letters

2 Vendors @ Workshop  
400.00 total from Vendors  
\$100 for workshop.

President Dana Received  
Debit card paid Signage!  
Raffle tickets \$700.00

Annual Report  
CST PA SWs for the Audit they chose today workshop  
GAPP head didn't know many other Audits.  
Assemblies should not be Audited  
not written anywhere.



Spread responsibility out to BOD too.  
 - Can print request forms off web site.  
 - has template for flyers.

\*Need to make vote book up - IASA Handbook that has our logo on it. Easier to have people step in to the officer/BOD Roles.  
 - whole booklet of Policies to make up.

4. Spring Workshop

I D keep track of planning workshops + keep track of documents after workshop.

Chair - Denise + Rachel send home evaluations

Tellers Report & Summary sheet

• Plan Business Meeting Outline

- How to do elections and need a ballot
- New Business - ~~at the BOD~~ Fall workshop in Stouck City Oct 6, 2007
- Old Business - Legislation/P&P
- Need minutes from Suzie

• Elections-who is running for what office?

- President (all elected odd year)
- Vice President (odd)
- 2 BOD (odd)
- 3 BOD (elected even years) <sup>2 BOD - Alex 2yr term</sup> <sub>Denise, Jen, Rachel</sub>
- Secretary (even) <sup>Karyn</sup>
- Treasurer (even) <sup>Suzie</sup>

Aug 18<sup>th</sup> Fort Dodge Retreat 9am - 4pm

• Credentials Teller's Committee <sup>Mary, Ross, Alex, Julie</sup>

- Will pass along list of eligible members
- Must check each members membership and certification card upon voting
- Will tally votes and read winners

5. June Workshop

BOD Reception Friday June 2nd 6pm

- BOD Meeting?
- Inn of Okoboji
- Will be finalizing with Dennis soon
- Got a call from Pueblo, CO yesterday send 2 people for workshop

Menu - Lunch - <sup>Discharge for Mtg Rm.</sup> Dessert & Deposit Taxco bar buffet 7.95/person

- determine menu  
 Block of Rms are released.

6. Fall Workshop

- Location
- Speakers
- Date
- Establish Education Committee and plan event

@ Meray 7:15

45 confirmed attendants

End Mtg @ 8:55 pm





**Dana L. Grafft, CST**  
**President**  
704 Meadow Lane  
Storm Lake IA 50588

Work Ph: 7122627141  
Home Ph: 7122131064  
dgraft@iowalakes.edu  
Term start: 04/01/2005 Term end: 04/30/2007

**Suzanne M. VanderVeen, CST**  
**Secretary**  
PO Box 61  
Wakefield NE 68784-0061

Work Ph: (605) 232-3332  
Home Ph: (402) 287-2821  
bobandsuestoy@huntel.net  
Term start: 06/16/2006 Term end: 04/30/2008

**Sally A Moritz, CST**  
**Director, Board of Directors** X  
30846 C-38  
Le Mars IA 51031-9209

Work Ph: 7122792077  
Home Ph: 7125465812  
lltnt@frontiernet.net  
Term start: 04/01/2005 Term end: 04/30/2007

**Rachel A Lester, CST**  
**Director, Board of Directors**  
2244 N 4th Ave W #9  
Newton IA 50208

Work Ph: (515) 262-5856  
Home Ph: (641) 792-4224  
davidlester@iowatelecom.net  
Term start: 06/16/2006 Term end: 04/30/2008

**Daniel A. Brown, CST**  
**Director, Board of Directors**  
309 Caulder Ave  
Des Moines IA 50315

Work Ph:  
Home Ph: 5152434199  
Term start: 04/01/2005 Term end: 04/30/2007

**Renee A. Nemitz, CST**  
**Vice President**  
3438 Concordia Dr  
Sioux City IA 51104

Work Ph: 7122748733  
Home Ph: 7122553171  
nemitzra@witcc.com  
Term start: 04/01/2005 Term end: 04/30/2007

**Karyn Finn, CST**  
**Treasurer**  
7263 Hudson Heights  
Hudson IA 50643

Work Ph:  
Home Ph: 3199883470  
Karyn.Finn@wfhc.org  
Term start: 06/16/2006 Term end: 04/30/2008

**Denise J. Dlouhy**  
**Director, Board of Directors**  
742 12Th St. Ne  
Mason City IA 50401

Work Ph: (641) 422-7000  
Home Ph: (641) 423-2357  
ddlouhy@hotmail.com  
Term start: 06/16/2006 Term end: 04/30/2008

**Alex E Perea, CST**  
**Director, Board of Directors** X  
1561 Maplecrest Dr  
Estherville IA 51334

Work Ph:  
Home Ph: 7123622596  
Term start: 06/16/2006 Term end: 04/30/2007

**Jennifer L Liberty, CST**  
**Director, Board of Directors**  
Po Box 943  
Ankeny IA 50021

Work Ph:  
Home Ph: 515-965-0025  
jenbote@yahoo.com  
Term start: 06/16/2006 Term end: 04/30/2008





**DATE**

**April 14, 2007  
8 a.m. - 4 p.m.**

**LOCATION**

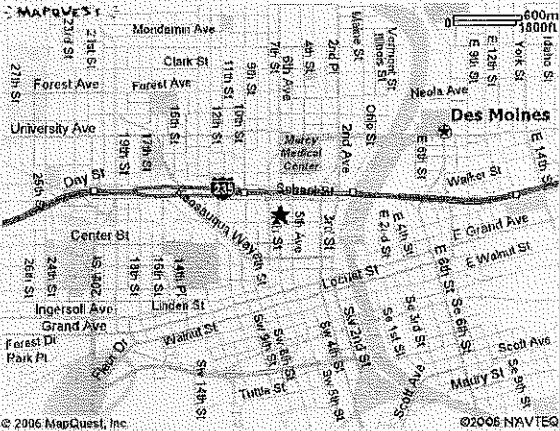
**Mercy College of Health Sciences  
928 6th Avenue  
Des Moines, Iowa 50309**

**PURPOSE:**

*This workshop is designed to offer participants an opportunity to study, discuss, and exchange professional knowledge, expertise, and ideas related to the surgical setting. Participants will be offered professional growth and development offerings designed to enhance the delivery of patient care and health services.*

**AGENDA**

- 8:00 On-Site Registration**
- 8:45 Welcome-IASA Officers/BOD**
- 9:00 Ben Price, CST  
AST Government and Public Affairs Director presenting: "State Legislation-The 5 Year Plan"**
- 10:00 Dr. W. Dale Franks, Jr., MD  
Medical Director-Center for Craniofacial and Children's Reconstructive Surgery at Mercy Medical Center presenting: "If Picasso Had Been a Plastic Surgeon..."**
- 11:00 Dr. Micheal Irish, MD  
Pediatric Surgeon, Blank Childrens Hospital and Assistant Clinical Professor of Surgery University of Iowa presenting: "Pediatric Robotically- Assisted Surgery"**
- 12:00 Lunch (Provided)**



**LODGING**

- \$94.00  
Marriott (Holding 10 rooms under IASA)  
700 Grand Ave. *580-2358*  
(515) 245-5500 *Keo Wayhapara*  
*7th St (R)***
- Quality Inn and Suites  
929 3<sup>rd</sup> St.  
(515) 282-5251**
- Embassy Suites-Riverfront  
101 E. Locust St.  
1-877-477-5817**

Iowa State Assembly  
Dana Grafft, President  
704 Meadow Lane  
Storm Lake, IA 50588  
(712) 213 1064

PRSR1 STD  
US POSTAGE  
**PAID**  
SP&D

Susie Vanderveen  
PO Box 61  
Wakefield NE 68784-0061



# IOWA STATE ASSEMBLY OF SURGICAL TECHNOLOGISTS

## ANNUAL SPRING MEETING



Saturday, April 14<sup>th</sup>, 2007  
Mercy College of Health Sciences  
928 6th Avenue  
Des Moines, Iowa 50309

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_



# "Wound Closure on the Water" Cruise

October 5-12, 2008

Cruise co sponsored by  
Iowa State Assembly  
& Meridian Institute of Surgical Assisting

One Chance \$5.00  
Five Chances \$20.00

One Winner will be drawn at the closing night party each year

**Need not be present to win**

Winner will be contacted by phone

\* Disclaimer on Reverse

### \* Disclaimer \*

Iowa State Assembly of the Association of Surgical Technology (IASA)'s "Wound Closure on the Water" Award includes: One (1) cruise fare and workshop tuition fees ONLY. This award is non-transferable. This award is based on double-occupancy. This award DOES NOT include airfare, taxi, shuttle service which may be required by the individual, nor does it include any incidental beverages or sight seeing excursions.

IASA is not responsible for any personal injury which may occur during the course of this cruise.

Award recipient will be notified by phone no later than June 5, 2007 and June 5, 2008. In the event that the winner was not able to be reached prior to leaving the conference. To receive verification of the winner please send a self-addressed envelope to Iowa State Assembly, 704 Meadow Lane, Storm Lake, IA 50588

**P  
R  
O  
O  
F**

Company: \_\_\_\_\_

Location: \_\_\_\_\_

Contact: Dana Grafft Phone: 299-1583 C /580-8624 W/213-1064 H

Approved as is:  Approved with corrections:  Date: \_\_\_\_\_

Need add'l proof after corrections:  Signature: \_\_\_\_\_

DESIGN/ARTWORK PROPERTY OF: **Color-ize** of Storm Lake, Iowa  
Drawn By: Angela Date: 4-6-07 A Colorful Twist to the Imagination!  
712-732-9415 712-732-9417 fax colortwist@color-ize.com



Iowa State Assembly  
Conference Call, March 18, 2007 8p.m.

Present: Dana Grafft, Renee Nemitz, Sue VanderVeen, Karen Finn, Denise Dlouhy,  
Alex Perea, Jen Liberty, Rachel Lester

1. Cruise Update: Touch base with Dennis, Carnival Cruise with Meridan. Would like to have 100 people booked. Dennis can guarantee 40 people. Rooms are based on double occupancy. 50 rooms based on double occupancy or 100 people.

4-7 day cruise board decided to do a 7 day cruise—October 2008.

Dennis suggested using Galveston, Tx as our Port of Call.

Wound closure course is included in the cost of the cruise.

499.00 (cruise)
200.00 Profit
699.00 (total)

Denis agreed that Meridian would pay up front deposit of \$ 5000.00

Dennis will get a proposal written up

Meridian will need at least 3 rooms possibly more.

Possible dates: October 5<sup>th</sup> – 11<sup>th</sup>, or 19<sup>th</sup> – 25<sup>th</sup>

IASA by sending 4 officers and 5 BOD – Cost is \$4500.00

Spouses are to be charged. Depending on how many people we can get signed up we can get rooms comm to us.

Those planning on going on the cruise so far are Dana, Alex, Rachel and husband possibly Renee and Jennifer

2. Name badges (200- 300) will be ordered Round with spring clip Red or blue with white writing.
3. Scissors (100) will be ordered in multi colors so we can sell them at conference.
4. Dana will order lei's and palm trees to decorate the booth.
5. Ticket sales 1 for \$ 5 or 5 for \$20 Dana, Alex, Renee, and students will sell them in our booth at National conference.
6. Banner will be made up to read "Come Cruise with Us" October 2008  
(cruise ship picture) & IASA Logo  
& Meridian Institute
7. Dana talked to Paul Plumb about the Queen II received a quote of \$10.00 / person Board decided to let people do their own thing. If they want to go on the boat then they go buy their own tickets.
8. Dana will get the tickets ready for conference and workshops. Separate the ticket 1/3 -2/3 with 10 tickets in a packet and stapled at the end. Each ticket will be numbered too.
9. Meridian will give the Pa's creditalling, Nurses get CEU's through Dana.
- 10 Meet Friday April 13<sup>th</sup> at 6pm at the Quality Inn.

Respectfully submitted

Sue VanderVeen, Secretary IASA



Conference Call 8pm March 18, 2007

Dana, Jennifer, Sue, Renee, Alex, Rachel, Denise, Karen

### Cruise Update

Touch Base on Cruise @ Dennis

Carnival @ Meridian 100 people

- Dennis book for this year party call Galveston, Tx

- 4 or 7 day cruise 7 day Sun-Sun

October - 2008

Dana -  
Renee -  
Alex -  
Rachel - + husband  
Jennifer ?

Denise  
Alex  
Renee  
Dana  
Rachel

50 Room base 2 person occupancy or 100 people  
\$500 / person

wound closure workshop is included in the cost

499.00 cruise  
+ 200.00 profit  
699.00 cost + airfare + taxes

Touca Assembly pay

$$\begin{array}{r} 1550 \\ \textcircled{3} \\ \hline 45 \\ \hline 5 \end{array}$$

- Dennis agreed Meridian will pay up front deposit of \$5000.00

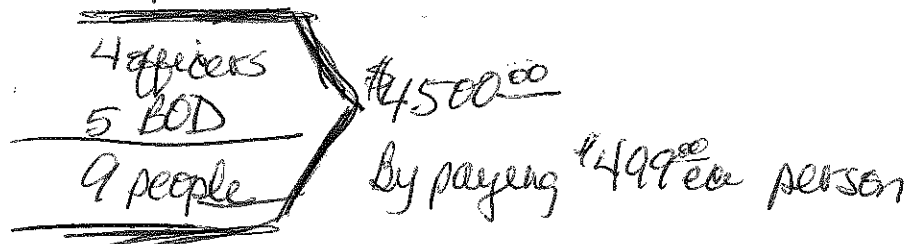
- Can't do anything until Cruise line is set. Dennis will need at least 3 rooms.

Oct - 5<sup>th</sup> - 11<sup>th</sup> ?  
19<sup>th</sup> - 25 \*

Dennis will get go ahead to write up proposal

Between comps

Member pays:



\* Spouses are charged 2

\$20,000 profit net to conference ticket raffles & workshops

20 Rooms / 40 people Dennis can have signed up

will know by Aug 2008 - then if we book our 50 rooms & know our comps

Halveston - Grand Cayman, Cozumel,

489 <sup>inside</sup> ~~total~~ 589 <sup>open view</sup> 739 balcony

Raffle tickets Cruise

~~Raffle tickets~~

Name ~~tags~~ badges -

200-300

Round one to Spring clip  
Red or Blue to white writing

Karyn

- Scissors - 100

multi color

- Dana - order Lei's + Palm trees

Ticket Sales -

1 for \$5  
5 for \$20

Dana, Alex  
Renee  
& students



"Come Cruise to us" Oct 2008

(Cruise Ship) + IASA Logo  
SS Java + Meridian Institute

Paul Plumb = Queen II quote price \$10/person

Dana 9 students plus 5 others  
Nurses get CEU through Dana  
PA's credentialing through Meridian

to the Queen II tickets leave people to  
do their own thing.

Dennis might be able to get proposal  
for us by end of the week.

1st weekend in April

8pm April 1st for another Conference Call

- Meet the night B/H in Des Moines  
Friday April 13th 6pm Quality Inn

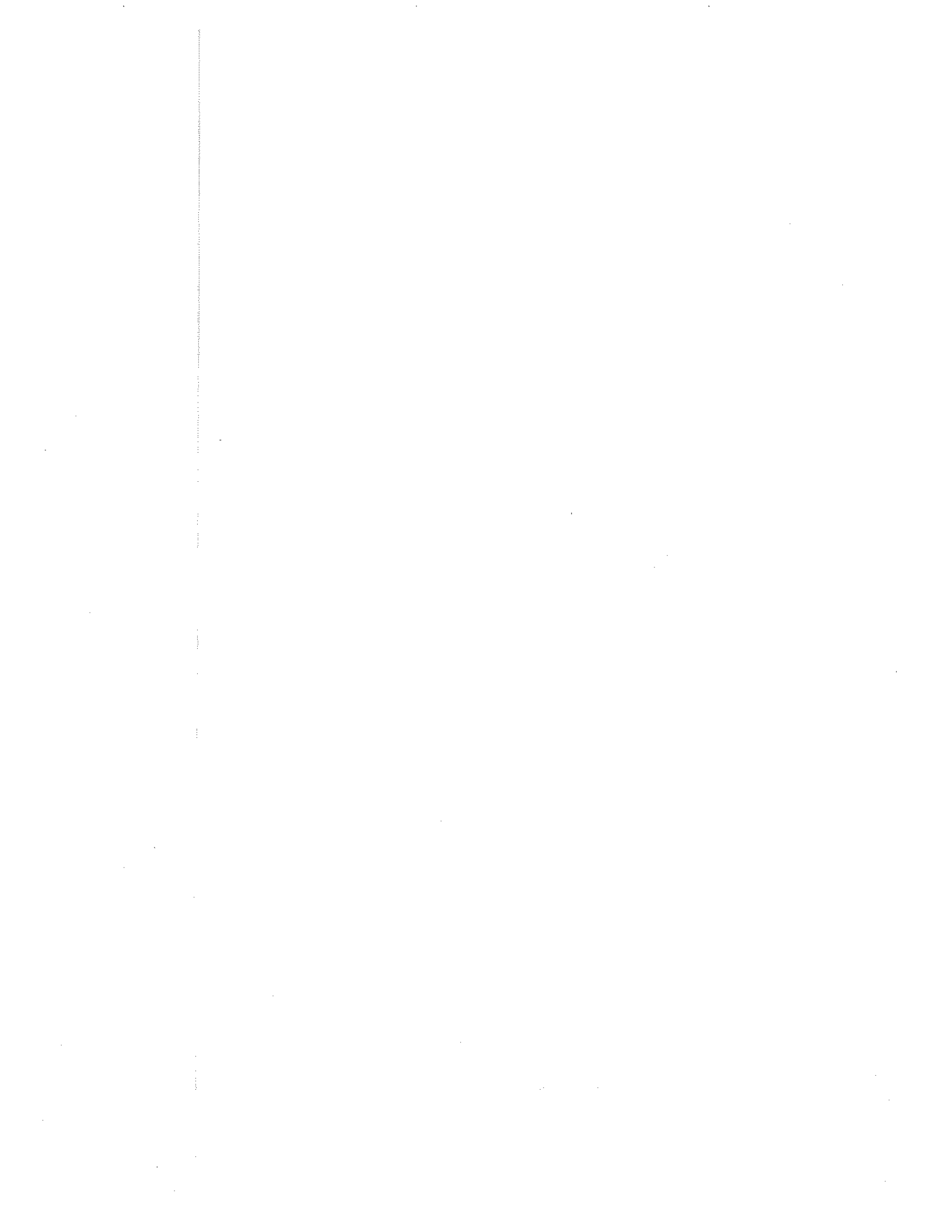
- Get tickets ready for National & future in New Orleans  
or use ~~read~~ ticket so they can perforate.

Dana

Separate paper to give info on!

1/3 - 2/3 staple corner to 10 in packet

Name #  
Address  
Telephone



**Iowa State Assembly  
Officer and BOD Retreat  
Sunday, March 4, 2007 10-4  
Starlite Inn-Fort Dodge**

**AGENDA**

10:00 Welcome, eat and chit-chat

10:30-11:00 Cruise update

- Date
- Port of Call
- Cost
- Legalities
- Perhaps Dennis can be on a conference call with us from there?

11:00-12:00 Conference booth ideas/discussion

- Oriental Trading
- Signage
- Shipping items to hotel
- Raffle tickets
- T-shirts
- Bandage scissors and name badges
- Workers

12:00-12:30 Annual Report Documents

- Financial Statements-karyn
- General report-dana
- Audit-dana
- Ed. Committee Discussion about workshop flyers and speaker content packets
- Brief review with discussion of IASA Policies (stipend)

1:00-2:00 Spring Workshop

- Plan Business Meeting
- Elections-who is running for what office?
- Credentials Committee

2:00-2:30 June Workshop

- BOD Meeting?
- Inn of Okoboji



- Queen II Rides

2:30-3:00

Fall Workshop

- Location
- Speakers
- Date



Mtg: Jan 28<sup>th</sup> 2007 8pm Conference Call.  
Dana, Alex, Susie, Renee, Dennis, Rachel, Denise, Jen

- Touch base to Dennis about cruise,  
Cruise Oct '08  
4 Day  
7 Day

\* Fundraiser @ National Conference next 2 yrs.

- 5 cruise for Meridian hands on + Lecture  
Carnival Cruise - price is right

- wants to give back to AST by offering to State Assembly's  
this offer.

What length works best? Price 4 Day inside cabin 299 - 300

7 day 500 inside cabin

Dennis likes 7 day cruise best

more profit on 4 Day cruise

net profit not alot of difference whichever cruise \$1000

How many Deep Hands on? No hands on on port day.

7 day cruise - 3 deep - 18hr 2 1/2 deep  
1 hands on; then other were lectures.

Since 911 - can't bring alot of stuff off or on  
cruise.

No storage on cruise

What kind of #'s? 1st Year 150 people

if you have lecture no limit.  
Cap if you have hands on - 50 people

Nationwide Mailer - \$4-5,000.00  
Advertise to AST

Profit sharing?

Dennis sets up to Cruise Line  
Amenity points 1 free cruise for every 15 booked.  
profit? take on \$200.00 to fare.

~~Stay away from Miami~~

Stay away from Miami  
Ports - Orlando  
Tampa

Straight Cash Profit?

State of Fla @ cost?

Based on # of bus sold get # or 5 const rooms.

\* Not Looking for Profit for Meridian \* Ha!

① National - sell tickets 1- \$5

5 \$20

Handout Lei's

Cost	499.00
Cost Revenue	200.00
	699.00
* Person pays is	
Air fare + taxi's	
Person Pays tax	50.00



Oct 2008 5 - 7 Day Cruises

Liberty-Miami 479<sup>00</sup> inside cabin  
& Formal Night

100 people

Gross profit 20<sup>0000</sup>  
expenses  
Speakers

1 free for 9 rooms -

Timeline - Look @ it in March! - financial end.  
Kelly - talk to Carnival + decide what  
Cruise.

Itinerary + Cost  
Financial arrangement  
Get contract ready

14CE'S

They make the deposit down \$250 per cabin  
certain dates set up for

90 days before cruise to cancel cabins

~~all~~ All up front - No 50% now 50% later  
Meridian will do all registrations

\* Cruise Coordinator - pick someone to serve in that  
Capacity.

Spring mtg <sup>conference</sup> Fall mtg Spring Conference

Comp & Riv's (for each) each Conference

\* Opportunity to save for it.

May timeline -

1. order from Oriental trading (Lei's Palm tree's)

2. IASA Cruise @ us Meridian  
Oct 2008

# @ CEU's - 16 @ CEU's 8 8-200  
8-1200

2. What to ship to Conference

Name tag  
Budget scissors

March - Following weekend to have face to face mtg.

Starlite Motel & Convention Center in Fort Dodge  
10am - Brunch, March 4<sup>th</sup>, 2007 fall back on 3rd.

Dine

AST workshop

\$110<sup>00</sup>

Spring Mtg:

- Reservations @ Marriott downtown \$400 per night  
@ shuttle except to airport

Polo shirts - Logo Bigger - yes  
Navy blue shirts white stitching  
\$35 per shirt \$3500 - start up fee!

Board Members - Alex XL unisex

@ Dance XL

@ Renee

@ Susie

Rachel

Jen

@ So Karyn

~~Dan~~

Denise

Close Mtg: 10pm



Iowa State Assembly  
Conference Call-Sunday, January 21, 2007 8-10 p.m.

Present: Dana Grafft, Renee Nemitz, Karyn Finn, Denise Dlouhy, Jenn Liberty.  
Absent: Suzie VanderVeen, Rachel Lester, Alex Perea, Sally Moritz

1. Spring Conference was discussed and it was determined that we still needed 2 speakers. Dana was waiting to hear from Alex about Dr. Pruitt and Denise about a plastic surgeon. We did have ideas for back-up speakers if neither of these speakers were available.
2. Spring Conference Brochures-almost finished, waiting for last speaker information. Group decided to mail the Wound Closure Workshop flyer at the same time to save on postage. Reservations need to be made early at the Inn by April or May anyway. We still have Okoboji books for anyone who would like to pass any out anywhere. Dana will mail some to Jen Liberty this week. We also determined not to go through steps necessary to offer nursing CEU's at the spring meeting. Cost has been outweighing benefit. Wound Closure Workshop will be offering nursing CEU's through Iowa Lakes Community College.
3. Conference Delegates-so far Dana, Denise, Renee, and Alex are going to New Orleans. These 4 will also serve as delegates for the HOD meetings at conference. We will ask the general membership as well in April to determine if anyone else is going and would like to serve in a delegate capacity.
4. Conference Booth-items were discussed to sell at the conference booth in New Orleans. It was determined that we would purchase the ILCC Student TShirt leftovers to sell as well as bandage scissors and name badge holders with the CST logo. The booth will be manned by the 4 IASA members that will be in New Orleans plus any available students from ILCC and WITCC. Shirts will be sold for \$15.00 each and both scissors and name badges for \$5.00 each. Items will have to be shipped to NO and set up prior to exhibits.
5. April Elections-President, VPresident, and 2 BOD positions are available. Dan Brown has agreed to resign to eliminate our 6 BOD position which will take us back down to the required 5 positions. Sally Moritz's position will be up in April and Dana asked for a 2<sup>nd</sup> volunteer to end their term in April to keep on track with terms. Denise volunteered but we will also double check with all other BOD members to make sure that no one else needs to resign at this time. We will take nominations from the floor for all positions. Dana talked at length about not being able to stay in the Pres position beyond the April meeting. She asked each person currently holding an office to please consider moving up to the President and VP positions. Renee has also indicated that she will be unable to serve another term as VP and will not be able to move up to Pres. Dana and Renee assured all officers that whoever takes over will not be alone. Dana and Renee are willing to run for BOD to keep a hand in things and to help out the new leadership. Dana asked that everyone please think about moving up so that the IASA will not fall apart.
6. Cruise-discussed whether or not to raffle a cruise off this year at conference as a fundraiser. Dana wondered without knowing who our next president will be that

