



Ultrasound Guidelines Council

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UGC Board of Directors Meeting Minutes Fairfield Inn & Suites, Kansas City September 28, 2011

Members Present: Becky Hayes, Wade Shafer, J.R. Tait, Robert Williams, Bill Bowman, Rethel King, Mark Henry, Larry Keenan, Dean Pringle (intermittent via conference call).

Members Absent: Scott Griener, Russell Coon

- LK opened the meeting at 1:00 PM.
- **Changes in By-Laws/Protocol**
 - LK reported that MT had worked with an attorney with regard to UGC by-laws (also referred to as “protocols”) and that the attorney had suggested some minor changes to clarify UGC’s support of ultrasound in South America.
 - LK reviewed the proposed changes which included revising the “purpose” statement, and adding a bullet under “responsibilities” as follows:
 - “To develop and maintain a governance structure and protocol for proficiency testing and certification for technicians involved in ultrasound scanning of beef cattle for composition traits and in interpreting images used in genetic evaluation programs.”
 - “Provide service to individuals and organizations inside and outside of the United States seeking to enhance the genetic evaluation of beef cattle for composition traits via ultrasound.”
 - LK reported that the recent work in South America and these changes had been discussed with both the past president (Craig Huffines) and current president of the Beef Breeds Council (Joe Massey), and that both Craig and Joe were in full support.
 - All members present signed in agreement with the changes. Members not present will fax their signatures to MT.
- **South America Committee**
 - MT reviewed UGC activities in South America during the past year to provide service to technicians and organizations in South America using systems certified by UGC, including Biotronics. MT emphasized that he has communicated to the leaders in Brazil (the primary contact to date) that South America needs to work towards developing

their own UGC-type organization, protocols, and standards. He explained the concept of a South America Committee (an idea conceived by LK). Responsibilities of the committee would be to:

- Serve as a forum for communication and discussion concerning UGC activities in South America.
- Insure that UGC-related companies with a vested interest in South America have equal access and opportunity as related to UGC activities.
- MT proposed that membership on the committee would be open to all Board members who desired to participate plus a representative of Biotronics.
- The consensus of the Board was that the Committee should be formed.
- LK requested that MH, BH, RK, MT and a representative from Biotronics serve on the committee. MT will serve as chair.
- **Uruguay Lab Certification – October 5-7**
 - MT reported that he has scheduled a lab certification in Uruguay. Dr. Gustavo Brito is the primary contact in Uruguay. Arrangements for this event grew from his last trip to Brazil in June. At this point, all technicians planning to certify will use Biotronics software. Dr. Jaime Tarouco, a certified technician and professor at the Federal University of Rio Grande de Sol, will serve as the proctor for the certification.
- **Brazil Certification – November 10-12**
 - MT reported that the next field and lab certification in Brazil will take place in November. Dr. Jaime Tarouco is coordinating the event. Three reference techs will be used for the field certification (Jaime Tarouco, Fabiano Araujo, and JR Tait). It is expected that techs will come from Brazil, Uruguay, and possibly Paraguay and Columbia.
- **Replacement for Russell Coon**
 - LK reported that due to family health issues, Russell Coon had expressed his desire to resign from the Board. The breed representatives, who are responsible for choosing board members, have short list and will decide soon on a replacement.
 - Motion: RW. 2nd-JT. MT should express the Board's sincere appreciation to Russell for his excellent service, including a plaque and an appropriate gift.
 - Passed.
- **Travel Expenses for University and Field Tech Representatives**
 - LK → proposed that UGC should reimburse field tech representative for travel to Board meetings.
 - MH and RW proposed that UGC also pay travel expenses for university reps.
 - Motion: RW. 2nd-RK. MT should write guidelines for reimbursement of University and Field Tech representatives on the Board for travel.
 - Passed
 - MT suggested that the Board consider meeting face-to-face only once per year in the fall, and use conference calls to handle business as needed between meetings. This would make service on the Board less burdensome for members.
 - Note: The by-laws do not specify the frequency of meetings.
 - LK said that additional face-to-face meetings could be called as needed.
 - It was agreed to give this a try.

- **Image Quality (IQ)**
 - MT shared that a couple field techs had expressed concern regarding consistency of IQ scoring across labs. MT stated that he had no reliable evidence of differences among labs.
 - MT discussed the subjective nature of IQ assessment, especially decisions within the marginal category (i.e., IQ scores of 3, 4, and 5), and pointed out the weakness of repeatability and correlation statistics computed from categorical data. He proposed that the Board consider moving to an IQ scale of only three categories (Acceptable, Marginal, Reject).
 - MT will draft a proposal for the Board's consideration, including proposed changes to lab certification with regard to IQ.
 - MT will re-analyze data from at least 2 field certifications to assess the effect of a 3-point scale on IQ scores and thresholds used in field certifications.
 - MT will assemble a set of images to send to each of the UGC labs in attempt to assess any lab differences.
- **IQ Reports for BIA-Pro techs**
 - MT asked how UGC would be able to summarize IQ for images collected in the BIA-Pro chute-side system.
 - RK reported that IQ is accessed by the ILIA lab on all BIA-Pro scan sessions and that these data would be reported to UGC.
- **Lab Technician Codes**
 - MT reported that he had received a question regarding codes for lab technicians, similar to the codes used for field technicians.
 - MH, BH, and RK reported that their databases included identification of the lab techs for all scan sessions.
 - No changes were proposed.
- **Financial Report**
 - MT passed out and explained a financial summary for 2011 through September 26.
- **Webinar Participation**
 - MT explained how the participation in webinars is monitored and reported back to UGC. These reports quantify how "attentive" participants are during the webinars – i.e., if they are viewing other windows open on their computer during the presentation. A few technicians have not been very attentive (e.g., less than 30% of the time). He requested permission to require such technicians to complete a quiz on the webinar as required of absentia techs who view recordings of the webinars.
 - The consensus was that MT should communicate this to the absentia techs and handle as needed.
- **Study Guide**
 - MT reported that several chapters have still not been completed.
 - MT was asked to remind the authors more persistently so the study guide can be completed and distributed.

- **Website**
 - MT reported that he has been contacted by a technician asking for help in selling his ultrasound equipment. He suggested that a “Classifieds” section be added to the website to meet this need.
 - MT will develop boundaries for classified listings that will be limited to serving technicians.
 - MT reported that Biotronics had requested some type of recognition on the website regarding their support for their certified systems used in South America.
 - MT will add links to all companies that sell and support UGC-certified systems (Biotronics, CUP, ILIA, and UltraInsights).
- **Biotronics**
 - MT explained that he had spent considerable time related to serving Biotronics. Because UGC labs and UGC-member breeds pay dues to support UGC, MT felt that Biotronics should somehow pay for the service UGC provides.
 - Motion: BB. 2nd- RK. UGC should bill Biotronics for \$1,000 for the South American work.
 - Passed (7-1)
- The meeting was adjourned at 3:30 PM.