



## **Ultrasound Guidelines Council**

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October 16, 2014

### **UGC Board Meeting**

**Members Present:** Mark Henry, Larry Keenan, Mike Tess, Vicki Leesburg, Steve Paisley, Rethel King, Casey Worrell, Robert Williams, Becky Hays, J. R. Tait

**Members on Conference Call:** Wade Shafer

**Absent:** Dean Pringle, Jack Ward

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Chair Larry Keenan opened the meeting at 1:00 PM C.S.T.

#### **Financial Report**

- A cash flow summary was handed out. Mike predicted that net cash flow for field certifications will likely be negative for 2014.
- Mike reported that he had informed the South American contingent that it was time for them to run their own ultrasound council on their own with no further oversight by UGC. Larry will write a letter to that affect as well.
- It was discussed whether money is saved if only one certification is held per year vs. 2. However, with the number of field technicians that will need to certify two certifications may still be needed or at least a 4 day certification time table.
- Salers has paid their 2014 dues, but still not caught up on their 2012 and 2013 dues, letters written and ignored.
- CW moved to accept financial report, RW second. Motion passed.

#### **Audit UGC Books**

- Due to the transition in the UGC Executive Director position, Mike commented that if the Board desired to conduct a financial audit he would certainly provide any requested information to the auditor.
- RK moved to accept books as presented, no audit required, SP second. Motion passed.

#### **Field Certifications**

- South America certified 22 technicians. UGC field technician numbers will drop when/if South America officially go on their own.
- UGC had the highest number of absentia technicians ever this year.
- Absentia technicians collect 80% of the images in a given year. They also have the highest image quality.
- The dues paid by the labs vs. the breed associations are quite uneven on a given yearly basis. This is not necessarily a concern as it could be related to commercial cattle that are being scanned through the year. It could also have to do with the difference in scan date vs. the process date. Some files are kept for longer periods of time until submitted, e.g. cattle not yet registered with breed associations so the ultrasound reports are held until ready. The Board did

not express concerns with this, but suggested that a threshold in the variation should be implemented and monitored to ensure the variation does not get excessive.

- Mike communicated that a technician came to field certifications that used a Classic machine, but was being certified on an Aloka. There is a question as to her absentia status.
- MH motioned if field technician switches or adds new machine they must receive approval from the labs on IQ, and go thru next available certification for the new machine, if they pass they maintain certification status. RK, seconds. Motion passed.
- Certifications for 2015 – Requests for bids have been made to entities who have either hosted, or expressed interest in hosting, field certifications in the past.
- Requirements for certification:
  - 5 chutes minimum
  - Location for education
  - Accessibility to cattle, cattle not use for other training
  - Carcass data collected every other year for lab certifications.

### **Absentia policy changes**

- Mike reminded the Board of a previous issue of when to start the cattle count to maintain absentia status. MH, Move to count IQ and cattle head count from July 1 to June 30 for absentia status. CW second, motion passed.
- Education credits – Mike made the Board aware of two issues regarding the current education credit requirements: 1) Many technicians do not maintain participation records, rather they contact Mike when completing absentia application, which is an inefficient process. 2) The software used to host the webinars has the capability to report to Mike each participants interest level, which is based on how much time the participant is actually viewing the presentation as well as interaction between host and participant. Mike reported that some technicians have a poor interest level.
- Discussion pursued regarding a better way to allow technicians to maintain their education records, and potential actions for technicians who have poor interest levels during educational webinars.
- CW, moved to post the historical educational credits for the last 2 years on the excel spreadsheet along with the tech listing. BIF, webinar, meetings, etc... RW, seconds. Motion passed.

### **Lab Certification – new methods**

- It was discussed to look into online forms of testing for lab certifications. Because no date for lab certifications is officially set it falls to labs, director, and techs to find suitable dates. Additionally, conducting multiple lab certifications throughout the year is a financially inefficient process. Online testing could be a way to alleviate some of the pressure to find a single day that works for each lab, and eliminate director travel or proctor costs associated with conducting a lab certification for a minimal number of technicians.
- Concern was expressed regarding the ability of technicians working together during a certification in the absence of a proctor.
- Larry asked for the formation of a committee that will seriously look into these online methods and concerns and present them to the board by October 24, 2014. Committee members, Vicki (chair), Steve, Robert, Becky, Mark.

**Forms of Payment**

- Mike indicated there were concerns with using the UGC debit card due to security issues. He suggested that UGC allow Vicki the option to use a credit card for UGC purchases.
- The consensus of the Board was to allow Vicki to secure a credit card for UGC business related expenses.

RW – move to adjourn, CW, second. Motion passed.