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ZURICH FIRE INSURANCE COMPANY OF NEW YORK

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GENERAL OFFICES • 135 SOUTH LA SALLE STREET • CHICAGO 3, ILLINOIS

Franklin 7111

September 18, 1944

Robert M. Kehoe, M.D.
Chairman Program Committee
American Industrial Hygiene Association
Kettering Laboratory of Applied Physiology
Eden Avenue
Cincinnati 19, Ohio

Dear Dr. Kehoe:

Attached is a copy of the minutes of the meeting of the Program Committee held September 12, 1944 concerning which I wrote you a few of the highlights last week.

In finding out what papers are going to be available for our Association, would it not be well for our Committee to contact all of the agencies undertaking industrial hygiene activities, inviting them to submit to us suggestions which they may have for contributions.

On checking with Dr. Kronenberg and Major Brandt, we will be glad to do our part of such a canvass if you would wish to split up the industrial hygiene agencies among us - - if in fact you consider that this would be a proper method of procedure.

Yours very truly,



Warren A. Cook,
AIHA Program Committee

WAC:AOH

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PRELIMINARY MEETING OF PROGRAM COMMITTEE FOR 1945 MEETING
Swedish Club of Chicago, Tuesday evening, Sept. 12, 1944
Dinner - 8:30 P.M.

THOSE PRESENT: Dr. Melvin G. Newquist, General Chairman - presiding.
Co-chairmen: Drs. C. C. Sappington, O. A. Lander, M. M. Bronenberg; Chairman
Banquet Committee: Dr. C. P. Hammond; Scientific Exhibits and Awards Committee -
Dr. A. Glenn Cardiner, Chairman - Drs. Charles Drueck, Jr. and Will F. Ayon;
Dr. Warren A. Cook and Maj. Allen D. Brandt representing the American Industrial
Hygiene Association; Miss Victoria Stralko, Program Chairman for the American
Association of Industrial Nurses; Dr. Frederick W. Slobe, President of A.A.I.P. & S.
and Dr. Edward S. Kolmblad, Managing Director.

The meeting was called to order at 7:45 P.M. by Dr. Melvin G. Newquist.

Dr. Slobe spoke briefly on the steps that had to be taken to set a date for
the 1945 meeting that would not conflict with other meetings, and set early enough
so that commercial exhibitors could be signed up and not tied up elsewhere.

As to scientific exhibits, it has been decided to keep them entirely
separate from the commercial exhibits.

Another item of interest is that men will not have to go through commercial
exhibits at the 1945 meeting in order to get to the meeting room. We are also
giving some thought to have organ music - a Hammond organ set up among the exhibits.

Concurrent meetings -- in a sense some concurrent meetings are inevitable.
It is our hope however, that these conflicts will be reduced to a minimum this year.

The questionnaires sent out recently, from which we had over 100 replies,
tells us pretty well what our members want to have included in the program.

Dr. Kolmblad stated the commercial exhibits were all to be in one room at
the Drake next year - there are a few less, but they will be larger spaces and
sold at a higher rate so that our income should probably be about the same.

The Scientific Exhibits will be set up, we hope, in theulton room, entirely
by themselves, and it is hoped to have more than in previous years.

Dr. Newquist stated the importance of first of all setting the dates for
the sessions of the several participating organization. The National Conference
of Governmental Industrial Hygienists did not have a representative present at
this meeting, but Dr. C. C. Foker, their Program Chairman, does plan to be
present at our October 3rd Board of Directors meeting. However, Dr. Alfred
Cowitch has already written that the Hygienists would like to have their sessions
on Monday and Tuesday, April 23, and 24. With that in mind, the idea would be for
the American Industrial Hygiene Association to have Wednesday and Thursday, which
would prevent conflict between the two hygienist groups. The nurses requested
Friday, Saturday and Sunday, and it would be proposed to run the A.A.I.P. & S.
sessions on Wednesday, Thursday and Friday.

Dr. Kolmblad stated the Drake has one large ballroom which would seat an
adequate number of persons for the meetings of the Governmental Hygienists, the
nurses, and possibly the American Association of Industrial Physicians and Surgeons.
He have worked out a plan with the Snickerbocker Hotel which has two or three very
lovely large rooms, whereby we could have the use of these rooms for meetings. The
A.I.H.A. would probably be happiest to be there, rather than in the Drake with
another meeting running in the big ballroom.

Dr. Colmblad outlined the guest accommodations at the hotels. He will cooperate to house our convention guests. He stated some thought had been given to the Hotel Sherman, where we could have had 1,000 rooms in one hotel, but the committee felt that the convention would derive prestige and dignity by the choice of the Drake as our headquarters. The following hotel accommodations are being reserved for us for our convention week:

Hotel	For one person	For two persons		Suites
		Double bed	Twin beds	
Drake	 Entire facilities reserved for us			
Ambassador	10 @ 5.50 5 @ 6.60	20 @ 7.70	5 @ 8.80	10 @ 13.20 5 @ 15.30 3 @ 18.50 2 @ 19.25
Knickerbocker	10 @ 3.50 25 @ 4.00 10 @ 4.50 5 @ 5.00		50 @ 6.00 30 @ 7.00 20 @ 8.00	
Maryland	10 @ 3.00	20 @ 3.00	10 @ 5.00	
Stevens		100 @ 6.00	100 @ 8.00	

All reservations will be handled through a housing bureau set up in the Association Office.

Dr. Newquist stated the purpose in calling this meeting was to get things settled specifically and talk to prospective speakers far enough in advance to be able to secure the speakers you want on the program. The first thing is to get the sessions of the several organizations participating set so program outlines can be started.

(Outline as worked out at this meeting is attached)

Dr. Globe stated that concerning concurrent meetings we would have to consider the desirability of eliminating concurrent sessions. The thing to be done is to send the outline of sessions as discussed at this meeting to Dr. Lehou as program chairman of the A.I.H.A. and to Dr. Cowditch so they can give their criticisms and suggestions immediately and before the program becomes too definite.

Dr. Newquist felt that if the Environmental Industrial Hygienists could have their committee reports on Monday and their scientific sessions on Tuesday that could enable A.I.H.A. members and industrial physicians interested in their sessions to arrive on Tuesday to take advantage of such meetings.

He felt also that a big meeting with an adequate audience has a good psychological value instead of having concurrent small meetings. Concurrent programs should be arranged so there will not be any great conflict.

Dr. Globe -- Panel discussions were what caused the conflict last year. In view of the expressions we have had opposing concurrent sessions, I think we should decide whether we are to have such concurrent sessions.

Dr. Colmblad: Continued meetings should be set for certain days and programs of mutual interest developed.

Mr. Cook believes that "A.I.H.A. members would be interested in scientific papers of Governmental Hygienist group, and those interested could plan to arrive on Tuesday. "We would continue our sessions on Wednesday, and then if it should meet with the approval of the American Association, they could start on Wednesday morning with a clinic and traumatic program while we were having a straight hygiene meeting. This would enable these meetings to go on concurrently, without conflict of interests. Then on Thursday, have sessions of interest to both hygienist group and industrial physicians. Friday, the American Association could have their meeting, merging with the industrial nurses for a half day, leaving Saturday for the nurses for their meetings. "

After some discussion it was thought best to have two morning clinics, - Wednesday and Thursday, with the Central States Society and the Chicago Society of Industrial Medicine sponsoring one of these clinics.

Dr. Rosenberg suggested industrial dermatoses cases for second morning clinic to give men something different.

Dr. Gardiner suggested the Central States Society and Chicago Society sponsor the clinic in the morning and act as hosts for the afternoon session.

Dr. Slobe - For joint sessions we should ask the hygienists what type of papers they would like to see presented, and we should give them an idea of the kind of paper the American Association would like.

Dr. Newquist - Program chairman of all groups to get together and work out the program to the mutual satisfaction of everybody.

Major Brandt: Have each association take primary responsibility for a particular session.

Dr. Newquist - Apt to be one-sided by doing that. I believe it would be better to work it out together. Dr. Slobe concurred in this opinion.

Dr. Hammond - If you are inviting us to join in your annual meeting, we would want a half day to ourselves.

Dr. Slobe - You would have all day Thursday - both clinical and paper program.

Dr. Newquist: What would A.I.H.A. plan for Thursday?

Mr. Cook - Scientific session, with probably a business meet at 4:00 P.M. In order to avoid conflict, you could plan papers of interest only to industrial physicians.

Dr. Holmblad - Such subjects as pre-placement examinations, women, etc., for nurses session on Friday. Traumatic surgery, etc., on Thursday afternoon. Occupational disease and hygiene problems on Wednesday afternoon in joint session with A.I.H.A.

Dr. Hammond - Then the Central States and Chicago Societies would be known as the sponsors of the Thursday sessions, to work with the Program Committee of the American Association?

Dr. Slobe - Yes. Local Committees will be selected to work out these programs.

Dr. Cook - Would there be any good reason why Thursday would be better

than Wednesday for the joint meeting. Monday and Tuesday Governmental Hygienists will be present. If we could have Wednesday afternoon for the rest of our technical meetings so any Governmental and Industrial Hygienists who wanted to could be present, it would be better.

Dr. Cronenberg: It would split up the American Association meeting.

Dr. Newquist: I think the joint session would have much that would be of interest to the Governmental Hygienists.

Dr. Holmblad: You have Wednesday morning and Thursday morning to put on your technical sessions.

Dr. Cook: With the thought that it would split up the American Association meeting, I withdraw my idea.

Dr. Newquist: That brings us to Friday, with the nurses. Nurses' meetings would start Friday morning, - separate meetings of the A.A.I.H. & S. and A.A.I.N. on Friday morning, with a joint meeting on Friday afternoon. Would it be better for the industrial physicians to finish their program on Wednesday and Thursday and just stay over for the nurses sessions on Friday?

Miss Stralke: I think it would go over better if you had the morning meeting on Friday, inviting the nurses to attend.

Dr. Newquist: Someone suggested as a subject - "Practical paper on Factory Inspection - hazards frequently encountered and what to look for." That would be good for the joint session with the nurses - there are a lot of subjects we could have on such a program.

Dr. Holmblad: - What are your sessions like on Sunday?

Miss Stralke: - Breakfast on Sunday morning at 10 A.M. - we are generally through by noon or soon after. The banquet would be scheduled for Saturday night.

Dr. Newquist: Industries have expressed the idea they would like their nurses to start back on Sunday to get back to work Monday morning.

Miss Stralke: That is the way we usually plan it - break up so nurses at Sunday afternoon trains.

Dr. Hammond: Dr. Gardner is program chairman for the Chicago Society and Dr. Alentine for the Central States Society. These men should be invited to set with your program Committee for future meetings.

Dr. Newquist: Dr. Hammond, I think we should try to get a nationally known speaker lined up well in advance so we will be sure to get a good one.

Dr. Holmblad: What do you think about the speaker - what kind?

Dr. Hammond: I have some suggestions here: Eric Johnston, Charles E. Wilson, Donald Nelson, Arnie Kyle, Senator Barkeley, Senator Gillette, Lettering, Phil Hanna, Fitzgerald, Senator Brewster of Main, Paul E. Hoffman. I would like to get your ideas as to rating - what would be the first choice.

After some discussion, Eric Johnston would be the first choice. Dr. Holmblad suggested it would be worth while to solicit avenue of a approach through Dr. Moody who knows him personally.

Second choice for speakers: Paul G. Hoffman; 3rd choice Senator Brewster of
Dr. Hammond: What are other items to be on the program?

Dr. Kolmbiad: - Incoming President's remarks; presentation of Gold Duffie
award and Audsen award.

Dr. Newquist: But at dinner program - and there should be a little
ritual to present incoming officers.

Dr. Kolmbiad: Another thought is that the incoming president has very little
opportunity to present his ideas and thoughts to the organization because your business
session is usually limited to about 50 members at the annual meeting. Fred took advan-
tage of the banquet last year, and I think it is a fine thing.

Dr. Sappington: I think that is quite in order. I think it should be a
regular function from now on.

Dr. Lobe: Should be on the agenda for after noon meeting then also have a out
10 minutes at banquet.

Dr. Lobe: One of the most important functions of the meeting tonight is to
go into some of the papers we want presented at next year's meeting. Some topics
should be decided on tonight.

Dr. Newquist: Subject of extension of medical care will be a live topic
for the next few years. Group hospitalization, surgical benefit plans, etc.

Then we will want a paper on pre-placement or selective placement. I think
this should be tied in with the subject "Who can work". It can deal with the whole
subject -- probably fit in on Friday afternoon with nurses.

For joint program with A.I.H.A. - Wednesday - paper on "Technique of Plant
Inspection. Have a hygienist give it in terms the doctor can understand.
"Inspecting Plant for Health and Accident Hazards" might be another title for this.

Dr. Sappington: - the Wayne County Medical Society Program for Small Plants
would be a good subject.

Dr. Newquist: A practical approach to the "evaluation of the emotional
status of the worker" would be in order.

Dr. Sappington - Dr. Hamler of General Motors would be good for that paper.

Dr. Newquist: Then there is the problem of re-employment for the war
veteran" - maybe we can tie that in with the whole rehabilitation problem -
that would be a symposium.

Dr. Kolmbiad: Have a theoretical presentation, and another ~~about~~ demon-
strating practical application.

Dr. Newquist: Two or three speakers could be used on this.

Dr. Kolmbiad: There was a call for a summary of rehabilitation programs
from all over the country. (Dr. Kolmbiad read the different rehabilitation topics
suggested in questionnaires).

Dr. Newquist: There are more handicapped people in our civilian population
and I think it is important to look at the thing from that angle.

We are going to have a number of tropical disease cases pop up in the
retiring soldiers. And the people like the one at Oakley, in Washington, would be

a good man to present this paper. He has spent time in the tropics and is head of the Army Tropical Disease School, and he could summarize his experiences and show plots and high spots the things we would be most interested in and most apt to see, - like dysentery and malaria, - and bring us up-to-date on these diseases.

Dr. Globe: One good paper on that should cover the whole subject of tropical disease.

Dr. Kolablad: We would like to have practical application points on the subject.

Dr. Newquist: In the questionnaire it is suggested we have Dr. Ralph McLaughlin or Charlesven, . . . give a paper on chemical burns of the eye. Does anyone know anything about this?

Major Randt: I have heard of McLaughlin in connection with his experiments on chemical burns of the eye.

Dr. Newquist: Dr. Hale who recommended him, is connected with the Union Carbide Co., and I will have Dr. Branch investigate and find out about the McLaughlin named to give this paper.

How about the National Physical Fitness Program? Really that is what we are doing in industry all the time, and probably more will be accomplished through your pre-placement and periodic physical examinations, your health programs, and by providing supervision than in any other way. We will accomplish something in the schools, some thing in the Army and Navy, but industries are really accomplishing more than any other civilian group in the physical fitness program. Should someone present that topic?

Dr. Kolablad: That would be a good topic for the Friday afternoon program with the nurses. No other agency so well equipped to handle such a program.

Dr. Newquist: A professor who talked at the A.M.A. meeting gave a fine presentation on this subject. What he said at that time is what the industrial physician is really doing.

When there is the question of motion pictures: We hear about pictures being put out by the Metropolitan Insurance Co., the . . . governments, etc., on plant inspections and health subjects. Could not we put on some continuous motion picture shows run at odd hours so men could drop in and see what is being done in plants?

Dr. Globe: Small side rooms could be used for this purpose. Squibbs has one on nutrition which is supposed to be good.

Dr. Newquist: I have heard of several that are very fine.

Dr. Kolablad: The south end of the Dalton room would lend itself very excellently for that, and you could take off one end of the room to use it.

Dr. Kronenberg: Nurses would go for stuff like that.

Dr. Newquist: So would I. We would want to find films available to plants at nominal cost that we could tell them about . . . some such thing would be through the National Tuberculosis Assn., Public Health Service, Venereal Disease Control, etc. We could print on the program a schedule of times when films will be shown.

Dr. Sander: Have the same show running every day at the same time.

Dr. Newquist: Should they be shown during luncheon, between sessions, etc.?

Dr. Slobe: I would say at odd times. We would have all films except one stopped during sessions, and see what attendance we have at the film showing as an experiment.

Dr. Cook and Major Brandt may have some ideas of the papers A.I.A.A. might present for the combined session.

Mr. Cook: Type of paper we would be interested in would be New Advances on Industrial Toxicological substances; industrial medicine phrases ~~something~~ from the viewpoint of the industrial hygienist in regard to specific subjects rather than generalized educational papers for the general masses. The fewer things, - as a group they are fairly well educated and pretty well up on the literature, but greatly interested in new developments.

Dr. Kronenberg: Carl Olsen up in North Chicago has a new plant on hydro fluoric acid. He is getting results.

Dr. Newquist: You haven't any specific subjects you wish to name, Mr. Cook?

Mr. Cook: Not exactly. Subjects on joint industrial engineering hygiene, such topics as exposure to lead, dust and fumes, etc.

Major Brandt: Dr. Hazlett and Mr. Barnes at Westinghouse would be good men to present projects from Westinghouse.

Dr. Newquist: Someone in his questionnaire suggested R. W. Bruckshank of Canada. Let's find out what he can present, what he is working on at the present time.

Dr. Kolmblad: The Canadian group will probably have a representative at our October Board of Directors meeting. The Industrial Dentists also will have a representative there, and it is hoped that they can join with us in our meeting.

Mr. Cook: Some of the new development work done on high altitude flying, oil pressures, oxygen administration, etc., would be good subjects for joint meeting.

Dr. Newquist: ^{le} Mackey at Fort Knox is doing some nice work on aviation problems.

Mr. Cook: Bob Schoe will be pretty well in accord as to ^{le} that Mackey is doing and if he could give us a paper, it would be intensely interesting.

Dr. Kronenberg: I still think we should have a paper on dermatoses.

Dr. Newquist: In joint meeting with A.I.A.A.

Dr. Lyons: ^{le} Periodic examinations should be included somewhere.

Dr. Newquist: That should come in as a part of the physical fitness program.

Dr. Slobe: Dr. Kolmblad had a suggestion the other day that is a good one, - a round table on "Short helpful hints" - pick out 20 men, each to present very briefly (3 to 5 minutes) a single practical, helpful experience.

Dr. Gardiner: It would be well to have one of our scientific exhibit booths open so that you could demonstrate something in their experience that can

Dr. Kolmblad: Such presentations would bring out methods of handling certain things - information that isn't always handled correctly.

Dr. Newquist: Another point - what is our present status on *Leishman* toxoids. What has been the army experience and findings? Another thing I think we should ring up is the matter of sulfa drugs. We see a lot these days about sulfas -- and it would all boil down to the old subject of the common cold. That is the present knowledge on the so-called "oral vaccines" for cold prevention.

Dr. Slobe: Might be a short paper on "The use of sulfas to prevent respiratory infections". The army has quite a few statistics on this now.

Dr. Lyons: State such a subject as a question rather than as a statement of fact so anything looking over a list of titles in the program would not think such use of sulfas O.K.

Dr. Sappington: Subject of whether the Medical Dept. should report directly to management or to the Personnel Dept. That is a very disturbing problem.

Dr. Kolmblad: We can even think of it in such a way that if and when this organization is prepared to standard, recognize or qualify a properly run medical department, the reporting to top management is the standard procedure. The Medical Dept. should be under the officer that has to do with the policy forming. The doctor should sit in as one of the conferees in the policy forming.

Dr. Newquist: As one of the functions of this organization we could conduct in connection with our meeting "How to Conduct Medical Administration", or have such a course in some university which sponsors industrial medicine courses.

Dr. Sappington: Management relationships should be taught to Medical Men.

Dr. Newquist: It sounds as though we are going into detail very early, on the success of any meeting means attention to detail early.

Dr. Sappington: Hazel Hurst, at the Pasadena Foundation, who is blind herself, is training employees who are blind and is doing a wonderful work in that phase of rehabilitation. It is a very interesting and absorbing sort of work, if you are interested in that kind of work. Lockheed Aircraft Corp. thinks highly of her.

Dr. Kolmblad: Now about setting up a scientific exhibit for her to demonstrate her program?

Dr. Gardiner: Wouldn't it fit in with the National Society for Prevention of Blindness exhibit,

Dr. Sappington: Why not enlist their cooperation. I think it would be a good idea.

Dr. Newquist: One more thought we might add ^{is} that I would like to see ~~much~~ ^{us} ~~might~~ get as much publicity, as possible in our local papers as well as in medical journals.

Dr. Sappington: I wish the Program Committee would make a special appeal to speakers to get their papers in a month in advance, or at least abstracts if the whole paper cannot be sent, so we can do a decent job of publicity.

Dr. Newquist -- The meat of the paper.

Dr. Slobe -- A hundred words would do the job.

Dr. Newquist: We want to be sure of the papers with releases. I think it would be helpful to the Association in calling attention to our work.

Dr. Slobe: I think we should have Dr. Cardiner tell us what his plans are in connection with the scientific exhibits.

Dr. Cardiner: So far we have done little except the publication of a letter in the current issue of MODERN MEDICINE asking people to get in touch with us. We hoped to rouse early interest. We have not had any replies to date. I understand we are going to get out a little personal news bulletin to the members of the Association and this will probably help. As has been stated before, there will be a separate scientific exhibit section.

Dr. Newquist: Now about adding the motion pictures to Dr. Cardiner's committee's responsibility?

(Dr. Cardiner accepted this additional responsibility for his committee.)

(Dr. Happington mentioned an organization in Rockefeller Plaza, N. Y. C., which he thought might be a source of films. He will look up when he is in New York early in October.)

Dr. Newquist: We could compile a list of good films, educational in nature, to be shown in plants to management and employees, which could be procured at nominal cost.

Meeting adjourned at 1:15 P.M.

TENTATIVE PROGRAM

as tentatively proposed at preliminary meeting of Program Committee representatives - September 12, 1944, Chicago

FOR 1945 ANNUAL MEETING - The Drake Hotel, Chicago, Illinois - April 23-28, 1945

Monday April 23	Tuesday April 24	Wednesday April 25	Thursday April 26	Friday April 27	Saturday April 28	Sunday April 29
A.A.A.I.H. N.C.C.I.H.	A.A.A.I.H. Clinic . . A.I.H.A. Technical sessions	A.A.A.I.P.&S. Clinic . . A.I.H.A. Technical sessions	A.A.A.I.P.&S Clinic (sponsored by Central States Soc. and Chicago Indus. Medical Society. . . A.I.H.A. Technical sessions	A.A.A.I.P. & S. Session on general & administrative problems. (Nurses invited to this session.)	A.A.A.I.H. sessions . Committee meetings . Break up about noon	A.A.A.I.H. Breakfast . Committee meetings . Break up about noon
		AAIPS & AHA Joint Meeting	A.A.A.I.P.&S scientific sessions (Sponsored by Cent. States & Chicago Ind. Med. Soc.) . A.I.H.A. technical sessions	AAIPS & A.A.A.I.H. Joint Meeting	A.A.A.I.H. sessions	
			AAIP & S Annual dinner			Nurses' dinner