

ATOS MID-YEAR COMMITTEE/TASK FORCE/OFFICER ACTIVITY REPORT FORM (2016)

Name of Activity: Awards and Recognition Committee  
(Please fill out separate form for each activity.)

Committee Chair/Officer Name: David C. Kelzenberg

Date of Report: 21 January, 2016

1. Actions completed since the 2015 Annual Meeting: (Please bullet actions completed.)

- Assembled committee: David Kelzenberg, John Ledwon, Col. Mike Hartley, Denise Andersen, Mark Renwick
- Revised promotional document providing more detailed information on individual awards
- Submitted promotional document to TO Editor for publication

2. Actions begun but incomplete since the 2015 Annual Meeting: (Please bullet actions begun.)

- Receipt of Nominations. (Nominations close 15 Feb. 2016)
  - One nomination received to date.

3. Goals to be reached by the 2016 Annual Meeting: (Please bullet goals.)

- Receive all submitted nominations
- Review nominations with committee, consider other nomination suggestions from committee members
- Select award recipients
- Have physical awards (plaques, framed certificates) produced
- Notify winners
- Make award presentations at Convention Banquet

4. Amount budgeted for your committee:     ? Not sure.     

Amount expended by your committee:      To date: \$0     

Anticipated expenses:

Production of physical awards  
Banquet tickets for winners

5. Comments: (Any bulleted special notations, problems, or suggestions should be included here.)

6. **Please provide a three-bullet summary of your committee/task force/officer activities since the 2015 Annual Meeting. These will be included in the minutes of the mid year meeting.**

- Assembled committee
- Revised promotional document for soliciting nominations
- Published solicitation for nominations in TO Journal

