



Washington State Society of Health Care Engineering

Board Meeting

January 25th, 2013

Ellensburg, Washington

State	Puget Sound	Eastern	Southwest
<input checked="" type="checkbox"/> Robert Blakey President	<input checked="" type="checkbox"/> Rob Pewitt President	<input checked="" type="checkbox"/> Will Mackin President	<input checked="" type="checkbox"/> Dave DeVous President
<input checked="" type="checkbox"/> Mike Chitwood Secretary / Treasurer	<input type="checkbox"/> Secretary	<input checked="" type="checkbox"/> Brad Jones Secretary / Treasurer	<input checked="" type="checkbox"/> Rich Newton Secretary / Treasurer
<input type="checkbox"/> Geoff Glass Historian	<input checked="" type="checkbox"/> Kevin Kajita Past President	<input type="checkbox"/> Tim Heidlebaugh Past President	<input type="checkbox"/> Past President
<input checked="" type="checkbox"/> Phil Kercher ASHE Liaison	<input checked="" type="checkbox"/> Gary Nevius Alternate-Treasurer	<input type="checkbox"/> Eric Rogers Alternate-Pres. Elect	<input type="checkbox"/> Keith Deline Alternate
<input checked="" type="checkbox"/> Heather Warner Conference Services Mgr	<input type="checkbox"/> Tom Kelly Education Coor.	<input checked="" type="checkbox"/> Ben Myers Past State President	<input type="checkbox"/> Jose Diaz Education Coor.
<input type="checkbox"/> Guest	<input checked="" type="checkbox"/> Mike Kimberlin Guest	<input type="checkbox"/>	<input checked="" type="checkbox"/> Ray Tiedemann Guest

President Robert Blakey opened the meeting at 11:40 am and welcomed all attendees.

Administrative

Approval of Minutes

- **Motion:** Gary Nevius to approve. Second: Phil Kercher. **Approved**

President-Elect

- **Motion:** Gary Nevius made a motion to nominate Dave DeVous as the president elect for 2013. Second: Phil Kercher. **Passed**
- **Motion:** Ray Tiedemann made a motion to approve Dave DeVous as the president elect for 2013. Second: Will Mackin **Passed**

Business Plan Review

- R Blakey detailed the updates to the proposed business plan for the upcoming year.
- **Motion:** Dave DeVous made a motion to convene a strategic planning session at 10:00 am on Wednesday prior to the spring conference in Chelan. This meeting will be chaired by the 2013 president with a goal to create a 5 year plan. Second: Gary Nevius. **Passed**
- **Motion:** Gary Nevius motioned to approve the business plan with the changes and additions as discussed by the Board. Second: Brad Jones. **Passed**

Financial Update - **Mike Chitwood**

- Presented the calendar year financial reports. Identified the areas that WSSHE missed budget by a significant amount. The Board will consider these variances, both income and expenses, in the subsequent budget discussion.

Proposed Budget for 2013

- The President presented his proposed budget for 2013 and identified the line items that were changed. The board discussed each of the changes and provided valuable feedback.

- **Motion:** Mike Chitwood made a motion to approve the budget as proposed with the changes discussed. Second: Gary Nevius. **Passed**

Bylaws Update

- The bylaws changes were presented and approved by the attendees at the annual conference.

Mac McKenzie Scholarship Update

- The status of the program is still unresolved with the IRS.

Advocacy & Networking

Advocacy Chair Update – **Kevin Kajita**

- Good participation at the IBC meeting in Oregon; four WSSHE reps attended. Chad Beebe will have a white paper coming out that Kevin will share with WSSHE. In addition, talked about getting more participation and reaching out to the state fire marshal. At the ASHE advocacy call, the participants discussed the value of meeting and building relationships with the AHJ's

ASHE Liaison Report – **Phil Kercher**

- Continue to encourage the CHF, APEX, and other important programs.

New Affiliation Agreement with ASHE – **Robert Blakey**

- Robert would like someone from the Board to review the new agreement, articulate the changes, and make a recommendation. Thank you Phil Kercher.

Growth

WSSHE Semi-Annual – *April 24-26 in Chelan – Security in Healthcare Facilities*

- The education committee has 12 topics in mind for this conference. They will make the final cut and begin the search for appropriate presenters. Robert will include a session on Interim Life Safety education for our construction partners.

Annual Conference for 2013 will be held in Tacoma. Dave DeVous will coordinate a community service project in concert with the annual conference.

HCC/CHC Class in Puget Sound area in fall – **Robert Blakey**

- Robert Blakey gave background on this initiative. ASHE will support this program, but the program needs to be sponsored by WSSHE. Renton Tech is suggested as a potential education site. There is strong support from Washington State Centers of Excellence. The pro forma requires a minimum of 30 attendees; there is room for greater attendance.
- **Motion:** Ben Myers made a motion to authorize Robert Blakey to negotiate an agreement with ASHE to support this program and offer the certification exam after the educational sessions. Second: Brad Jones **Passed**

Communication

Communication Chair – **Ben Myers**

- The committee has been discussing the relevant social media and other list serve sources to keep members informed.

Discussions with WSHA regarding “Sustainability” program – **Robert Blakey**

- Geoff Glass and Robert have been discussing the concept of sustainability programs with Washington State Hospital Association (WSHA). WSHA wants to know who in our “C” suites are proponents or actively participating in these programs. This is currently a grass roots effort for many of us in our facilities.

WSSHE Chapter Reports

- Check the web site for information regarding chapter meeting schedule and education plans.

Southwest – **David DeVous**

- Jose Diaz will be our new educational chair. Recruiting for a president elect for the chapter and formalizing their succession planning.

Puget Sound – **Rob Pewitt**

- Held their annual planning meeting to discuss education and advocacy for the coming year. Their focus for 2103 will be to define the roles and responsibilities for the Chapter Board members and outreach to professional members.

Eastern – **Will Mackin**

- Held an educational session on the Department of Health focus issues. Has recruited a president elect.

Future Agenda Items

- Brad Jones will bring background information from AMI regarding Board and committee member's conference registration fees.

Next Board Meeting: April 24 in Chelan at 2:00 pm; prior to semi-annual conference.

- **Strategic Planning Session, April 24 at 10:00 am prior to Board meeting in Chelan.**

Adjourned: 2:10 pm.