

Washington State Society for Healthcare Engineering

Board Meeting

27 April 2011

Chelan Washington

President Keith Deline opened the meeting at 3:15 pm and welcomed all attendees.

Semi-Annual Conference Update

Heather Warner, Conference Services Manager

- We are ready for a great conference and have the largest registered attendance

Advocacy

ASHE

Chad Beebe Associate Director, Advocacy ASHE

- Encouraged NFPA members within WSSHE to advocate for adoption of the 2012 NFPA 101, Life Safety Code. This requires a trip to Boston on June 14 & 15 to vote; must be present to vote. Chad Beebe reports that ASHE has pledged \$500 per person to support NFPA member's attendance. CMMS wants ASHE to adopt 2012 edition of the Life Safety Code. One of the major benefits to us is the reduction of the required clear corridor width to 5'. The corridor must be 8', but we can park movable items as long as we maintain 5' clear width. The #1 Joint Commission citation is corridor clutter and 5 of top 10 citations are Life Safety. For more information: NFPA.org and ASHE Insider.

ASHE Conference

Robert Blakey President, Puget Sound Chapter

- The community project is scheduled for July 16 at the Neighborhood House in Yesler Terrace. The group plans to replace heaters, upgrade lighting, various repairs, landscaping, etc. with \$40,000 in donations. A party will follow later in the evening at the Mariners game. Five private suites have been reserved for all of the participants in the project.
- WSSHE has offered to help coordinate spouse activities during the ASHE conference.

Phil Kercher, ASHE Liason

- Reported that the chapter affiliation awards may be announced in early May. We should receive the Platinum award for the second year in a row.

WSSHE Chapter Reports

- Check web site for information regarding chapter meetings and educational plans.

Richard Newton President, SW Chapter

- Budget is fine. Chapter has held several educational meetings. Working to coordinate community involvement activities.

Ben Myers President, Eastern Chapter & WSSHE President Elect

- Nice attendance at educational meetings. Chapter membership is growing.

Robert Blakey President, Puget Sound Chapter

- Plan to extend their reach for educational activities by scheduling in Bellingham. Membership is growing.

WSSHE Finance Updates

Budget, Audit

Mike Chitwood Chair, Administrative Committee

- Sent the audit document and tax return to the Board for review prior to finalization. President and Secretary will execute both documents at this Board meeting.

Scholarships

Jim Mead Secretary, Puget Sound Chapter

- Jim requests Board authorization to correct the charter and accounting processes for the Mac McKenzie scholarship program.
- **Motion:** Consult with Bruce Holliday to form a legally compliant structure for the Mac McKenzie Scholarship as a 501.C.3 corporation. Have the final documents vetted by an independent 3rd party to confirm compliance with appropriate laws. **Passed**

2013 Annual Conference Site

Ray Tiedemann Secretary/Treasurer, South West Chapter

- Scheduled at the Tacoma Convention Center for September 10 – 12, 2013. Cost is estimated at \$9,600 (commit \$18,000 for food or 30% increase).
- Accommodations: Marino Hotel, Marriott Courtyard, Best Western
- **Motion:** Board approval to contract with Tacoma Convention Center. Collaborate with AMI to review contract and negotiate with convention center. **Passed**

Adjourned: 5:30 pm.

Action Items:

Keith Deline - Draft advocacy letter, for President's signature, supporting the adoption of 2012 edition of NFPA 101.

Ben Meyers - Prepare flash regarding the ASHE conference community project.

Phil Kercher - Coordinate with ASHE for time at the podium for WSSHE State President and Region 10 Representative.

Mike Chitwood - Work with AMI to divide the state by zip code for chapter affiliation.

Ray Tiedemann - Work with AMI to review contract and negotiate with Tacoma Convention Center.