

Washington State Society for Healthcare Engineering

Board Meeting

August 2, 2013

Ellensburg Washington

State	Puget Sound	Eastern	Southwest
<input checked="" type="checkbox"/> Robert Blakey President	<input checked="" type="checkbox"/> Rob Pewitt President	<input type="checkbox"/> Will Mackin President	<input type="checkbox"/> Dave DeVous President
<input type="checkbox"/> Mike Chitwood Secretary / Treasurer	<input type="checkbox"/> Jim Mead Secretary Pro-tem	<input checked="" type="checkbox"/> Brad Jones Secretary / Treasurer	<input type="checkbox"/> Richard Newton Secretary / Treasurer
<input checked="" type="checkbox"/> Geoff Glass Historian	Kevin Kajita Past President	<input checked="" type="checkbox"/> Tim Heidlebaugh Past President	<input type="checkbox"/> vacant Past President
<input type="checkbox"/> Phil Kercher ASHE Liaison	<input checked="" type="checkbox"/> Gary Nevius Alternate-Treasurer	<input type="checkbox"/> Eric Rogers Alternate Pres. Elect	<input checked="" type="checkbox"/> Scott Clark Alternate-Pres. Elect
<input checked="" type="checkbox"/> Heather Warner Conference Services Mgr	<input type="checkbox"/> Tom Kelly Alternate	<input type="checkbox"/> Ben Meyers Past State President	<input type="checkbox"/> Jose Diaz Education Coor.
<input type="checkbox"/> Guest	<input checked="" type="checkbox"/> Tom Nance Alternate Pres. Elect	<input type="checkbox"/> Guest	<input type="checkbox"/> Guest

President Robert Blakey opened the meeting at 11:31pm and welcomed all attendees, a quorum was established.

Administrative

Gary was asked to take minutes of meeting.

Approval of April 24th, 2013 approved.

Financial Update- Financials were not available by AMI as opening of meeting.

- During meeting received an email of the year 2012, 990 forms. The forms were reviewed and Mike Chitwood title was requested to change to Secretary/Treasurer.
 - **Motion: That Mike Chitwood to sign form with corrections for submittal to IRS. Second; Rob Pewitt-PASSED**
- Board Member Manual update- Gary Nevius presented several update information to the WSSHE State Manuals.
- The approved WSSHE Bylaws, current officers listing, Non Profit Insurance Certificate, approved signed AMI management Contract dated January 2011.
 - Several questions raised and will be investigated;
 1. Making sure that all correspondence and have the correct Washington State Incorporated title, "Washington State Society for Healthcare Engineering". There were some documents stating the wrong title.
 2. Conflict of interest policy/form for all AMI, WSSHE elected officers and chairpersons to sign.
 3. The level of a CPA "review" and when it should be done.
 4. The Insurance coverage of WSSHE.
 5. Update the WSSHE Web page of minutes and some other housekeeping items.

Mac McKenzie Scholarship update – All funds have been transferred. Future report of Balance, Profit & Lost will be emailed to the Mac Mackenzie board of directors and will not be reflected on the WSSHE State balance, profit/lost sheet.

Advocacy & Networking

ASHE Annual review- Robert Blakey reported that there were eight people from Washington at the annual. The annual had many very good presentations. Networking with other Region 10 members was very beneficial for future conferences. Internships and College courses was two very important training opportunities in Healthcare.

Region 10 – Keith Deline is running and the voting has been e-submitted to all members to vote.

Growth

Annual Conference

- Scheduled for **September 10 - 13, 2013 Annual Conference & Technical Exhibition "Tacoma Narrows: Safe Passage through Challenging Waters"**. Heather Warner has the programs and scheduling of events completed and will be going to press next week. HCC/CHC Program at Renton Tech- 38 have sign up for HCC and 18 for CHC, reported by Robert Blakey. The cost of has been covered by the attendees to the classes.

Communication

WSSHE Chapter Reports

- Check the web site regarding chapter meeting schedule and educational plans.

Southwest – **Scott Clark**

- Golf event at McCormick Woods, September 6, 2013...

Puget Sound – **Rob Pewitt**

- The all-day event July 30 at Swedish Cherry Hill was attended by 26 people of whom two became new members. Our web events have been receiving get positive feedback. Phoenix House has been chosen for the Holiday event proceeds to be given to. August 15, Redmond Golf, sold out golf event benefiting Pete Peterson Scholarships. Next half day educational event will be up North at Providence, date and time will be announced.

Eastern – **Brad Jones**

- Attendance at their last meeting at Colfax Hospital was about safety products and their applications. This was a hands on event of the products. The 2015 president elect, Kurtis McNally, also the CEO and COO were present.

Open Agenda Items

How do we build a stronger relationship with Oregon, Idaho and other Region 10 States, Hawaii, Alaska?

- Have an annual conference in Vancouver Washington and then next year in Spokane?
- **Motion** by Brad Jones to waive registration for WSSHE State board members as defined in WSSHE State Bylaws to attend Annual/Semi Annual conferences, only after request and submittal to person's employee to pay fees and have been denied. Second by Rob Pewitt. **Passed.**
- **Motion** by Geoff Glass that the President or their designee of Region 10 and the Region 10 ASSHE representative wave the registration to attend Annual/Semi Annual conferences, only after request and submittal to person's employee to pay fees and have been denied. Second by Brad Jones. **Passed.**
- The possibility of chapters to process their accounting, accounts payable/receivable, thru AMI?

Next Meeting: TO BE published at Tacoma Annual Conference Sept 10, 2013.

Adjourned: 2:23 pm