

The Washington State Society for Healthcare Engineering 2015 Business Plan

Prepared and Respectfully Submitted by Eric Rodgers, President

WSSHE:

Organized in 1973, the Washington State Society for Healthcare Engineering (WSSHE) is a not-for-profit, incorporated association, dedicated to serving and promoting the healthcare engineering profession. Our goals are to be the leader in providing timely technical information and management growth. We accomplish this through education, peer networks, and relationship building, with suppliers of healthcare services and products, to better prepare ourselves for managing the healthcare environment.

Mission Statement:

Our mission is to create an environment where professionals in the healthcare engineering and facilities management industries can learn and grow personally and professionally. We aspire to have the organizations and facilities under our guardianship staffed by the most knowledgeable and skilled professionals in the field. WSSHE is the advocate and resource for continuous improvement in the healthcare engineering and facilities management professions in Washington State.

Strategic Goals:

Our goals are to advance the field of healthcare management, to promote the purposes of the Washington State Society for Healthcare Engineering and the American Society for Healthcare Engineering (ASHE), and to effectively manage the organization's operations. We want to make certain that WSSHE complements ASHE in their advocacy and vision.

Goal 1: Advance the field of Healthcare Facilities Management through:

a. Education:

The Society shall provide two educational conferences. The Board of Directors and the Educational Committee shall have responsibility for development, promotion and evaluation of the programs.

- Semi-Annual Symposium will be April 22-24, 2015 in Chelan Washington.
- Annual Conference and Technical Exhibition will be October 6 – 10, 2015 in Vancouver, Washington.

In addition, the three chapters of the Society will feature educational programs at their regular meetings.

With respect to national education programs developed by ASHE, the Society shall continue to arrange for one or more of these courses to be offered within Washington State each year and actively support and promote these local courses to the benefit of our members.

b. Recognition:

The Society shall recognize a Member of the Year and an Associate Member of the Year at the Annual Conference. The Society shall submit to ASHE a nomination for Regional Emerging Leader. Additionally, The Society will encourage participation of its members in the Certified Healthcare Facilities Manager program (CHFM).

c. Leadership Development:

The structure of leadership positions in the Society is built upon a progressive responsibility model. A State President will first serve as a Board Member, then as President-Elect, then as State President, followed by the Immediate Past President position.

- State Presidency rotates between the three chapters.
 - President Elect shall be a member of the Puget Sound Chapter
 - President for 2015 is a member of the Eastern Chapter.
 - Immediate Past President was elected as a member of the Southwest Chapter.

The Society strongly encourages the State President and President Elect to attend the Chapter Leadership Forum at the annual ASHE National Conference to gain and share insights for effective chapter leadership.

- Chapter Leadership Forum, ASHE National Conference July 12 – 15, 2015 in Boston, MA
- President and President-Elect should attend
- Representative of the Southwest Chapter should attend
- Conference Services Manager should attend

Goal 2: Promote the Purposes of ASHE and WSSHE through:

a. ASHE and WSSHE Membership:

The Society shall strongly encourage new membership in both the American Society for Healthcare Engineering (ASHE) and the Society. State officers and others shall recruit new members at the Society's semi-annual and annual conferences through oral presentation and networking opportunities. An Annual Conference Education Committee Meeting shall be held immediately following the Semi Annual Symposium. New emerging leaders from within the WSSHE membership will be invited (at least one per Chapter) to participate in this meeting and be groomed for future leadership positions by seasoned, experienced WSSHE Board members. In addition, local chapters shall encourage membership through discussion at their meetings as well as materials sent to potential members. Non-Active members should also be re-recruited with an effort to understand the opportunities that may exist to increase or renew active participation.

- b. Associate Members:
WSSHE recognizes the value of vendors and associate member relationships in educational resources, chapter participation, and in our conferences. We also encourage participation through vendor and associate member sponsored activities to enhance and promote new technologies. We strive to inform our membership of new opportunities for development in our facilities.
- c. Advocacy:
The Society strongly encourages its members to actively participate in discussions with regulatory and accreditation bodies to further the interests of the Society's members. Advocacy will be represented by a WSSHE Board level Chair person. This person will assist members in the following areas at the local levels (WSSHE) as well as the National Level (ASHE)
- Get Society members added to mailing lists
 - Participate in opinion polls
 - Be active in the codification /regulatory/inspection process
 - Education of members of ongoing efforts locally, at the state level, and at the national level
- d. ASHE Educational Programs:
The Society's membership shall be encouraged to attend educational programs sponsored by ASHE to include the 2015 National Conference in Boston, MA. The Society will increase awareness by oral presentation at state meetings, announcements in the newsletter, website posting, and reference in meeting minutes.
- State Meetings (4 Board Meetings per year)
 - Email "Flash" Messages
 - Annual Membership Meeting
 - Website – WSSHE.org
- e. Communications:
The Society shall have quarterly State Meetings with participation from the State and Chapter Board Members. Communication of State activities shall be shared by the Chapter Boards at local meetings.
The Society shall maintain on-going communication with the ASHE Regional representative through the Society's ASHE liaison representative as well as website posting of the Society's minutes
- f. Region 10 Forum:
The Society shall encourage collaboration within Region 10 by inviting the ASHE Region 10 Director and the President (or designee) of each Region 10 State Chapter to attend the Annual Conference and Technical Exhibition. Conversation and planning for a Regional Conference shall be undertaken with a goal of a 2016 Regional Conference being held in Spokane, WA.

Goal 3: To Effectively Manage Society Operations with:

- a. Bylaws:
The Society shall operate by one set of bylaws, which are reviewed and updated annually. These bylaws shall not be in conflict with the spirit or intent of ASHE's bylaws.
- b. Chapter Officers/Chairs:
There is a written position/duty description for all officers, ex-officio members, and standing committee chairs.
- c. Planning:
Regular planning sessions shall be held to develop educational programs and other activities of the Society.
- Educational program planning sessions for both the Semi-Annual Conference and Annual Conference
 - State Board meetings
- d. Operating Budget:
The Society shall manage its affairs to operate within an approved budget.
- Regular reports from Association Management Inc. (AMI)/WSSHE Secretary/Treasurer to the board
 - Each chapter will report its financial position to AMI in the first month following each calendar quarter (April, July, October & January).
 - Presentation of the budget by the Secretary/Treasurer for adoption by the board at the first quarterly board meeting in January.
- e. Membership Communications:
The Society shall maintain regular communications with its members through "Flash" emails as well as WSSHE website postings.
- Board minutes
 - Local chapter minutes
 - Semi-Annual Symposium
 - Annual Conference and Technical Exhibition
 - Website – WSSHE.org