



# Washington State Society for Healthcare Engineering

## **Puget Sound Chapter Board Meeting**

January 8, 2016 Alki Bakery Cafe, Seattle

### **Attendees:**

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| <b>X David Bain (President)</b>          | <b>X Chad Johnson (Assoc. Member Coord.)</b> |
| <b>X Mike Kimberlin (Past-President)</b> | <b>X Tom Kelley (Member Coordinator)</b>     |
| <b>X Tom Nance (Prof. Member)</b>        | O Steve O'Connell (Assoc. Member)            |
| <b>X Jim Mead (Secretary)</b>            | O Olwyn Lintecum, (Assoc. Member)            |
| <b>X Gary Nevius (Treasurer)</b>         | O Dan Sweeney, (Assoc. Member)               |
| <b>X Rob Pewitt (Prof. Member)</b>       | <b>X Adam Chawes (Assoc. Member)</b>         |
| <b>X Robert Blakey (Prof. Member)</b>    | <b>X Bill Leak (Assoc. Member)</b>           |
| O Todd Coburn (Prof. Member)             | <b>X Dave Kopczynski (Charity Coord.)</b>    |
| <b>X Chris Moore (Educ. Chair)</b>       | <b>X Nancy Brown (Assoc. Member)</b>         |
| <b>X Andrea Pina (Prof. Member)</b>      | O Jennifer Dennerline (Assoc. Memb.)         |
|  | O Nate Ostrander (Assoc. Member)             |
|  | O Michael Kendall (Assoc. Member)            |
|  | O Jeff Schulz (Assoc. Member)                |
|  | O Doug Green (Assoc. Member)                 |

### **Preliminary Discussion**

- **President Bain** called the meeting to order at 8:00 am.
- Approved the December meeting minutes

### **Treasurer report**

- **Gary Nevius (Lame Duck Treasurer)** presented the 2015 year-end financial statement
  - Balance sheet shows \$43,467.22 with profit to date of \$3,715.30
  - He also provided an itemized P&L for the year. Income from dues \$20,925. Income from golf tournament \$3,535.
- **Gary** gave notice that he will resign the Treasurer position. This was his last Board Meeting. The board expressed their deep gratitude for Gary's excellent performance in the role of Treasurer for the past six years. (December 2009)
  - **Jim Mead** has the only other signing authorization on the checking account. He will need to go to the Bank of America to get Robert Blakey on the account as a signatory.
  - **Robert Blakey** has volunteered to take over the Treasurer role. He cannot include the duties that Gary provided with the Golf Tournament citing time constraints. Ironically, Robert and Gary were elected to the board at the same meeting in December 2009. Robert became the PS President at that meeting.

- **Mike Kimberlin** has volunteered for the role of Golf Tournament Chair and will assume those duties. He will be needed to chair that committee and oversee the invoicing and record keeping. He must also approve the annual contract with OKI.
- The Board unanimously approved these changes.
- **Gary** turned over the CD of the Quick Books and the check book and will provide AMI the balance sheet for 2015.

### **Secretary report (Jim Mead)**

- Minutes will be sent to AMI once approved.

### **Education Committee**

- The Education Committee has put together the full agenda for the year with topics, dates and potential venues. These all need to be firmed up
- Committee has 15 topics and a list of venues that will potentially host the meetings.
  - February 17 a ½ day meeting Fire Alarm Confidence Testing
  - March 16, there is a webinar presented by Cynthia Putnam titled "Education Changes Lives and Careers".
  - May 18<sup>th</sup> Cascadia Quake Scenario
    - Working with **Cale Ash of Degenkolb Engineering** to put together a program on emergency preparedness for such an event
  - We want to reach out to the new Snoqualmie Valley Hospital to see if they would be willing to host an event.

### **13<sup>th</sup> Annual Golf Tournament (2015)**

- Contract with OKI needs to be signed and the deposit of \$4,000 paid.

### **Charity Committee**

- The Holiday Party was very successful. Because of the date snafu, there were probably a few that changed plans and didn't attend. However, over 80 members and guests attended.
- \$8,835.00 was the amount raised for the **Burned Children Recovery Foundation**
- The committee will meet in February to discuss the upcoming year's charities. One early suggestion was Obliteride.

### **Membership Committee**

- No new information

### **Social Media Project**

- No new information

### **Other/ New Business**

- **Associate Member of the Year**
  - David Kopczyinski was awarded the honor. He was presented with a plaque at the Holiday Party.
- Appreciation certificates were presented at the Annual Board Appreciation Dinner held at the Wild Ginger Restaurant in Seattle. **Annie McCullogh, Ruth Mead** and **Jeff Schulz** were acknowledged for their contributions during the year.

- The Board of Directors was presented Certificates of Appreciation for their contributions this year at the Board Meeting.
- Goal to identify and publish board and committee roles to improve recruitment.
- The 2016 Annual Kick-Off Dinner and Strategic Planning meeting yet to be determined, but sometime in February. Suggestion to hold it again at the 13 Coins Restaurant.
- **Chris Moore** was nominated at the meeting for President-Elect.
- A Flash will be sent out to the membership for other qualified nominations. The nominations must be submitted by two weeks' time. Once all nominations are in, the membership will vote for the new President-Elect.

**Adjournment** 10:00 am.

The next scheduled board meeting will be 8:00 am, Friday, February 5, 2016 at the Alki Bakery Cafe.

Minutes prepared by Jim Mead.

**Committees:**

**Education:** Chair, Chris Moore; Coordinator, Nancy Brown; Tom Nance; Adam Chawes; Rob Pewitt; Bill Leak

**Golf:** Chair, Mike Kimberlin; Coordinator, Olwyn Lintecum, Rob Pewitt, Adam Chawes, Jennifer Dennerline, Chris Moore, Jim Mead

**Social Media:** Chair, Rob Pewitt; Olwyn Lintecum

**Membership:** Chair, Tom Nance; Tom Kelley, Chad Johnson, Bill Leak

**Charity:** Chair, David Bain, Coordinator, David Kopczynski, Jennifer Dennerline

**W.A.M. Coordinator:** Chad Johnson