



# Washington State Society for Healthcare Engineering

## **Puget Sound Chapter Board Meeting**

September 7, 2017 Alki Bakery Cafe, Seattle

### **Attendees:**

**X Kevin Kajita (President)**

**X Robert Blakey (Treasurer)**

**X Todd Coburn, CHFM (Secretary)**

**X Stephen Wickline, CHFM (Pres. Elect)**

**X Rob Pewitt (PM)**

O Tom Nance (PM)

O Jim Mead (PM)

**X Mike Kimberlin (PM)**

**X Andrea Pina (Educ. Chair)**

O Diane Munroe (PM)

**X Mitchel Paul (PM)**

**X Nancy Brown (Assoc. Member)**

O Oly Welke, (Assoc. Member)

O Doug Green (Assoc. Member)

**X Chad Johnson (Assoc. Member Coord.)**

O Tom Kelley (Member Coordinator)

**X Bill Leak (Assoc. Member)**

**X Kyle Victor (Assoc. Member)**

**X Jennifer Dennerline (Assoc. Memb.)**

O Ola Jarvegren (Associate Member)

**X Jessica Weide (Associate Member)**

O Tim Black (Assoc. Member)

**X Kyra Hughes (Assoc. Member)**

O Dave McCaughey (AM)

**X Jackie Roethel (AM)**

O Mike Fitch (AM)

O Anna Anderson (AM)

O John Kabigting (AM)

**X Celisa Brown (AM)**

O Chris Herbert (AM)

O Craig Kuanoni (AM)

O Jeff Schultz (AM)

**X Adam Chawes (AM)**

O Jackie Davis (AM)

O Bo Kendall (AM)

**X Craig Kraft (AM)**

**X Sally Chen (AM)**

### **Preliminary Discussion**

- Andrea Pina (temporarily filling in for President Kajita) called the meeting to order at 8:07 am.

## **Treasurer report**

**Robert Blakey** handed out a profit and loss sheet and reported the following:

- Checking account balance \$46,071.57
- Savings account balance \$22,034.11
- \$7k loss expected for 2017
- Current membership dues shortage due to online registration being broken.

## **Secretary report**

- The meeting minutes for August were passed out to the board members and approved

## **Education Committee**

- September- No training planned
- October is WSSHE/ ASHE Region 10 conference, no training
- November- Boiler maintenance
- Education Committee meeting is to follow the board meeting.

## **15<sup>th</sup> Annual Golf Tournament (2017)**

- Great turnout for the tournament on August 10
- Food was much better this year
- (3) hole sponsors did not show up
- \$14,800 profit for Pete Peterson Scholarship!

## **Charity Committee.**

### **Holiday Party:**

- The holiday party planning is on track
- SW chapter is interested in partnering on the party
- Chad confirmed with Phoenix House and they will be the recipient charity
- PS Chapter is slated to host a charity event for the ASHE annual in Seattle in 2018

## **Membership Committee**

- Associate member title is now changed to Service Partner
- One service partner per chapter will be elected to represent and vote at the state level
- Kevin will be sending out nominations for PS chapter Treasurer and 2018 President elect.

## **Social Media Project**

- Ben Myers presented ideas of updating the WSSHE website and tailoring social media to the State board members at the last state board meeting and it was well received
- Ben was able to verify that we currently do not have a contract with a web designer so we are free to solicit bids when we're ready to update the WSSHE website
- Members of all 3 chapters social media will meet at the WSSHE annual to discuss how to proceed

## **Old Business**

- Nothing to report

## **Other/ New Business**

- Jim Mead has rented a larger storage unit to make room for additional WSSHE archives.
- Currently Jim and Robert are the only people with access

### **Meeting Adjourned at 9:07**

The next scheduled membership meeting will be **8:00 am, Friday, October 6 2017** at the Alki Bakery Cafe.

Minutes prepared by **Todd Coburn**.

## **Committees:**

**Education:** Chair, Andrea Pina; Coordinator, Nancy Brown; David Bain; Tom Nance; Chris Moore, Stephen Wickline, Adam Chawes; Rob Pewitt; Bill Leak, Rob Rasmussen, Jessica Weide, Mike Kimberlin; Kyle Victor; Diane Munroe, Tim Black

**Golf:** Chair Mike Kimberlin; Coordinator, Jennifer Dennerline; Chris Herbert, Adam Chawes, Robert Blakey, Jim Mead, Rob Pewitt, Anna Anderson, Celisa Brown, Craig Kuanani

**Social Media:** Chair, Todd Coburn; Coordinator, Olwyn Lintecum; Jackie Roethel, John Kabigting, Celisa Brown, Chris Moore, Chad Johnson

**Membership:** Chair, Tom Nance; Coordinator, Tom Kelley; Chad Johnson, Bill Leak, Chris Herbert, Dave McCaughey, Stephen Wickline, Anna Anderson

**Charity:** Chair, ~~Chris Moore~~; Coordinator, Kyra Hughes; Anna Anderson, Celisa Brown, Jackie Roethel

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