

**Washington State Society for Healthcare Engineering**  
**Quarterly Meeting of the Board of Directors**  
**Tuesday, April 18, 2023 @4:30PM**



**MINUTES**

State	Eastern	Puget Sound	Southwest
<input checked="" type="checkbox"/> * Marnie Boomer President	<input checked="" type="checkbox"/> * Michael Nafzgar President	<input type="checkbox"/> * Mitchell Pohl President	<input type="checkbox"/> * Patrick O'Neil President
<input type="checkbox"/> * Scott Clinton Immediate Past President	<input type="checkbox"/> * Jonathan Lewis Immediate Past President	<input checked="" type="checkbox"/> * Nancy Brown Immediate Past President	<input type="checkbox"/> * Michael Dover Immediate Past President
<input type="checkbox"/> *Ben Myers President Elect	<input checked="" type="checkbox"/> Farrell "Chad" Wais President Elect	<input checked="" type="checkbox"/> Stacia Rivera President Elect	<input checked="" type="checkbox"/> Chris Bowman President Elect
<input checked="" type="checkbox"/> * Mike Chitwood Secretary/ Treasurer	<input checked="" type="checkbox"/> *Eric Rodgers Secretary	<input checked="" type="checkbox"/> *Rob Pewitt Secretary	<input checked="" type="checkbox"/> * Russel Copeland Secretary
<input type="checkbox"/> Kevin Kajita Chair, Advocacy & Sustainability	<input checked="" type="checkbox"/> *Eric Rodgers Treasurer	<input type="checkbox"/> * Nick Happe- Hartsell Treasurer	<input checked="" type="checkbox"/> * Richard Newton Treasurer
<input checked="" type="checkbox"/> Deanna Page Chair, Communications	<input type="checkbox"/> Craig Greathouse Chair, Education	<input checked="" type="checkbox"/> Stacia Rivera Chair, Education	<input checked="" type="checkbox"/> Jose Diaz Chair, Education
<input checked="" type="checkbox"/> Stephen Wickline ASHE Liaison	<input checked="" type="checkbox"/> Tami Wais Business Partner Advocate	<input checked="" type="checkbox"/> Breanna Langston Business Partner Advocate	<input checked="" type="checkbox"/> Lisa Welcome Business Partner Advocate
<input type="checkbox"/> Geoff Glass, CHFM Historian		<input checked="" type="checkbox"/> Diane Vandewall Coordinator, Education	<input type="checkbox"/> Ivy Anderson Membership Coordinator
<input type="checkbox"/> Scott Clinton Chair, Scholarship			
<input checked="" type="checkbox"/> * Tami Wais State Business Partner	<input checked="" type="checkbox"/> Phil Kercher Emeritus		
<input type="checkbox"/> Marnie Boomer Chair, ASHE Education			
<input checked="" type="checkbox"/> Fawn Wilson Executive Director	<input checked="" type="checkbox"/> Katheryn Quinn ASHE Representative		
<input checked="" type="checkbox"/> Cherie McNabb Membership Coordinator			
<b>• Voting Professional Board Member</b>			

**Administrative:**

- **Call to Order (Marnie Boomer)** 4:42 Meeting was called to order
  - i. Reflection:  
Marnie shared a blessing for the upcoming week.
  - ii. Mission/Vision/Values:  
Marnie shared the work from the retreat in 2019 and which focused on the developing WSSHE's mission, vision and values. She emphasized the importance of these being our guiding light for decisions.
- **Identify 12 Voting Board Members (State Pres, Immediate Past Pres, Secretary and/or treasurer, State Business Partner and 3 designated representatives Professional Members from each Chapter.)**
- **Consent Agenda**

- **Acceptance of January Minutes**

- iii. Previous Minutes  
Minutes were not available for previous meeting.

ACTION: Fawn will send them out to the board via poll before the next meeting.

- **Financial Update – (Mike Chitwood)**

Mike Chitwood reviewed finances and identified discrepancies with the balance sheet. Topic was tabled until accurate financial documents can be reviewed.

ACTION: Fawn to send out corrected finance documents to the Board for review and approval.

**Committee Chair Updates:**

**ASHE Liaison:** (Stephen Wickline)

- Update

**Scholarship Chair:** (Scott Clinton)

Stephen Wickline shared that the Boards for both Pete Peterson and Mac McKenzie are set and official. The leadership transition plan for Pete Peterson will take place after the Symposium books are closed. Jim Mead and Bruce Holliday to step down at that time.

There are 6 Pete Peterson scholarships awarded for the Symposium. This left 2 additional scholarships that will be available for Spokane for a total of 10 available in the Fall.

The Board wishes to recognize Jim Mead and Bruce Holliday for their years of service and advocacy for the scholarship programs.

ACTION: Ben and Marnie to explore recognition options

**WSSHE Chapter Reports:** - 5 min.

**Eastern Chapter (Michael Nafzgar)**

Michael Nafzgar provided the report. Chad Wais has been selected as the president-elect for Eastern Chapter.

Financial Update: \$59,380

**Puget Sound Chapter (Mitchell Pohl)**

Upcoming Events:

- Fire System training
- Top Golf event in May.
- Study Course for CHFM in July
- Diversity Equity Inclusion training coming in June.
- Holiday Party is Dec 7th at the 101 in Seattle.

Finances: \$111,998

**Southwest Chapter – (Patrick O’Neil)**

Patrick O'Neill provided the report. They are seeing success with their outreach program. Currently sitting with 96 members. Their biggest success has been WSSHE University where they've held several classes including boiler training, HVAC, and Filters 101.

Financial update: \$85,300 currently in the bank.

### **Old Business:**

- Website Updates
  - Waiting for Content from the Membership Committee once received Fawn create a special Service contract to complete.

### **New Business:**

Business Partners discussion was held regarding the increase in hosted activities outside of the conference and symposium that pulls attendees away from the education sessions and WSSHE events.

ACTION: Clay Ciolek and Marnie to work on proposing a policy to address this at the Summer board meeting.

Revenue Streams: a discussion was held regarding whether we need new streams of funding.

Emails: Not everyone is receiving emails from WSSHE/AMI regarding State activities and agendas.

Symposium: 330 Attendees registers.

Engineer of the Year

MOTION: Each chapter to create a selection process and collect nominations and select an Engineer of the Year by September 1st.

Eric Rodgers Moved, Richard Newton 2<sup>nd</sup>

During the Fall Conference, there will be a focus on celebrating and recognizing an engineer of the year award from each chapter. Each chapter will determine selection criteria.

ACTION: Patrick O'Neill will share the criteria SE chapter used in their selection process with PS & Eastern Chapters.

Mission/Vision/Values: Marnie reviewed the action items from the 2019 retreat and will share updates regarding the scorecard at the August board meeting. (ACTION)

### **Region 10 Conference Discussion (*Fawn and Katy*)**

The Committee is in its final decision making for 2024 or 2025 for year and Location has been narrowed down to Spokane , WA or Boise, ID

### **NEW Event Registration Policy for both State and Chapters**

- Will be stated on all events with sponsorship or attendee registration component.
- All registrations that are not paid in full two weeks prior to the event will forfeit there spot.
- No refunds are given a within a month of the event date. If cancellation occurs before the one month mark, they will receive a refund in the form of a check, minus processing fees and the check will be written to the company that they work for unless able to prove that this was paid by the individual.

### **2023 Symposium and Conference Dates**

2023 WSSHE Spring Symposium

Date: April 19-21, 2023

Location: Campbells Resort, Lake Chelan, Washington

2023 WSSHE Annual Fall Conference

Date: September 26-29, 2023

Location: Spokane Convention Center | Spokane, Washington

**Open Agenda:**

MOTION to adjourn by Mike Chitwood. Eric Rodgers 2nd. Passed.

**Meeting Adjourned at 6:15PM**

**Fall Conference Location Schedule**

2023	Spokane - Contracted
2024	Yakima -(Potential region 10)
2025	Tri-cities – Contracted (Potential region 10)
2026	Vancouver
2027	Spokane
2028	Tacoma
2029	Tri-cities - Contracted

