



Washington State Society for Healthcare Engineering

Puget Sound Chapter Board Meeting

January 6, 2017 Alki Bakery Cafe, Seattle

Attendees:

X Chris Moore (President)

O David Bain (Past-President)

X Robert Blakey (Treasurer)

X Todd Coburn, CHFM (Secretary)

X Stephen Wickline, CHFM (Pres. Elect)

X Rob Pewitt (PM)

O Tom Nance (PM)

X Jim Mead (PM)

O Mike Kimberlin (PM)

X Andrea Pina (Educ. Chair)

O Mitch Pohl (PM)

X Diane Munroe (PM)

O Nancy Brown (Assoc. Member)

O Oly Welke, (Assoc. Member)

O Doug Green (Assoc. Member)

X Chad Johnson (Assoc. Member Coord.)

O Tom Kelley (Assoc. Member)

O Rob Rasmussen (Assoc. Member)

X Bill Leak (Assoc. Member)

O Kyle Victor (Assoc. Member)

O Jennifer Dennerline (Assoc. Memb.)

O Ola Jarvegren (Associate Member)

X Jessica Weide (Associate Member)

O Tim Black (Assoc. Member)

X Kyra Hughes (Assoc. Member)

X Dave McCaughey (AM)

X Jackie Roethel (AM)

O Mike Fitch (AM)

X Anna Anderson (AM)

X John Kabigting (AM)

X Celisa Brown (AM)

X Chris Herbert (AM)

Preliminary Discussion

- **President Moore** called the meeting to order at 8:00 am. Several new members joined the meeting. Celisa Brown from Part Works, Chris Herbert with Snyder Roofing, Anna Anderson with Forbo, and John Kabigting with Servpro.

Treasurer report

Robert provided the following information:

- Checking account balance – \$28,154.47.
- Savings account balance \$22,031.20.

Secretary report

- Minutes for December were passed out to the board members. They will be sent to the website for posting pending approval.

Education Committee

- Next up on January 18th is a webinar on Legionella to be given jointly by McKinstry and Nalco personnel.
- Andrea will remain the education chair for 2017.

15th Annual Golf Tournament (2017)

- **Robert and Jennifer** will start developing a draft contract. Date has been reserved. It will be held on Thursday, August 10, 2017.
- Last year was sold out and cleared \$18,000 for the PPSF.
- The committee will wait until after the Chelan Symposium to advertise for sponsors so as to not compete with Chelan sponsorships.

Charity Committee

- The committee will be planning a day of service
- Holiday party expenses were \$9,290.35. \$5,950 was generated by the Phoenix House at the event.

Membership Committee

- More discussion was conducted about increasing membership from hospitals that are not represented in our society.
- The group decided to focus on this topic and renew the discussion next month.

Social Media Project

- Nothing to report. Todd and Jackie will get together to discuss off line and present something about the state of the various social media accounts that WSSHE has.

Old Business

Other/ New Business

- The State Board meeting in Ellensburg was changed to Friday, February 3 because of conflicts many members had on the 27th of January. This means the Puget Sound Chapter meeting will be pushed back a week.

Adjournment 08:57.

The next scheduled board meeting will be 8:00 am, Friday, February 10, 2017 at the Alki Bakery Cafe.

Minutes prepared by **Todd Coburn**.

The Education Committee meets immediately following the Board of Directors meeting.

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 Rob Pewitt; Coordinator, Jennifer Dennerline; Chris Herbert, Adam Chawes, Robert Blakey, Jim Mead, Mike Kimberlin, Anna Anderson, Celisa Brown

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

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

W.A.M. Coordinator: Chad Johnson