



Washington State Society for Healthcare Engineering

Puget Sound Chapter Board Meeting

January 9, 2015 Alki Bakery Cafe, Seattle

Attendees:

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| X Mike Kimberlin (President) | X Chad Johnson (Assoc. Member Coord.) |
| X David Bain (President- Elect) | X Tom Kelley (Education Coordinator) |
| O Tom Nance (Past-President) | O Steve O'Connell (Assoc. Member) |
| X Jim Mead (Secretary) | O Olwyn Lincecum, (Assoc. Member) |
| X Gary Nevius (Treasurer) | X Dan Sweeney, (Assoc. Member) |
| X Rob Pewitt (Prof. Member) | X Adam Chawes (Assoc. Member) |
| X Robert Blakey (Prof. Member) | X Bill Leak (Assoc. Member) |
| X Todd Coburn (Prof. Member) | O Dave Kopczynski (Assoc. Member) |
| | X Nancy Brown (Assoc. Member) |
| | X Jennifer Dennerline (Assoc. Member) |
| | X Nate Ostrander (Assoc. Member) |
| | X Chris Gercken (Assoc. Member) |
| | X Jim Fry (Retired Member) |
| | X Tyler Nelson (Assoc. Member) |

Preliminary Discussion

- **Mike Kimberlin** called the meeting to order at 8:00 am.
- There was a Strategic Planning Meeting held at the 13 Coins restaurant in December. Mike discussed the importance of that. Eight board members attended that meeting to set goals for the upcoming year 2015.
- **David Bain** was selected by the board as the President-Elect for 2015. Congratulations.

Treasurer report (Gary Nevius)

- **Gary Nevius** provided the board the Profit & Loss balance sheet for the year of 2014.
 - Total liabilities and Equity showed a \$39,771.87 balance.
 - Net profit for the year was \$4,186.11.
 - All account's receivables have been collected.
 - Membership in the Chapter for 2014: 491 Associate – 377, Professional – 114
 - The recent AMI final financial report sent out to members is inaccurate. Gary to discuss with AMI.

Secretary report (Jim Mead)

- There was no board meeting in December, thus no minutes.

- **Jim** will create minutes from the Strategic Planning Meeting to distribute to the board.

Education Committee

- **November educational meeting**
 - Excellent turnout for this meeting on fire doors and code compliance. A full house even on a very windy day with numerous power outages in the area.
- Survey that was sent out garnered 38 respondents. There were 5 responses from new people and 9 respondents indicated that they had interest in getting involved in a leadership role. A list of topics was gathered for consideration for future education.
- The joint educational program has been set for February 11 at DaVida in Federal Way. It will cover Firestopping, Medical Gas and the 797 Code. **Jose Diaz** from the SWC will be the contact and will help coordinate the event.

^{12th} Annual Golf Tournament (2014)

- All monies outstanding have been collected thanks to Gary's persistence.
- **Rob Pewitt** and **Olwyn Lincecum** will lead the next Golf Committee.

Holiday Party

- **Dave Kopczynski** and the Holiday Party Committee was congratulated for the wonderful and successful event.
- A total of \$11,725 was raised at the party for the Phoenix House Charity. It was suggested that a press release of some kind to advertise to ASHE and others about the wonderful event put on by the PS Chapter. **Jim Mead** will discuss with Region 10 reps and look into getting recognition from ASHE.
- A recommendation was presented to the board about renaming the Holiday Committee to the Charity Event Committee. A discussion followed about condensing the two roles of the Party and the Charity event into one. No motion was made.

Associate Members Committee

- Discussion: to present the sponsorships a nice certificate for their contributions. **Gary Nevius** and **Chad** to work on creating something apropos.
- Discussion about how to increase the number of sponsors.
- **Tom Kelley** offered to help Chad with the effort.
- There is some competition with other WSSHE events for sponsorship money. The State website and the conference sponsorships are two examples of his competition.

Social Media Project

- Nothing to report

Other/ New Business

- The State Board meeting will be held in Ellensburg on Friday, January 23 at 11:30am.
- **By-Law discussion:** The Bylaws state that each chapter shall select 3 members to serve on the State Board of Directors along with at least two alternates. The terms of office will be two years starting with the Annual Meeting. In order to comply with the By-Laws, the board passed a motion to name the following Puget Sound Representatives. They are:
 1. **Mike Kimberlin**
 2. **Tom Nance**
 3. **Jim Mead**
 4. **Gary Nevius (Alternate)**
 5. **David Bain (Alternate)**
- Proposal to create an additional Sponsor of the Year award granted from the PS chapter separate from the State. Issues addressed of who could vote for these awards. A policy needs to be written. Jim agreed to put together some kind of policy and award proposal.

Adjournment 10:00 am

The next scheduled board meeting will be 8:00 am, Friday, February 6, 2015 at the Alki Bakery Cafe.

Minutes prepared by Jim Mead.