



Washington State Society for Healthcare Engineering

Puget Sound Chapter Board Meeting

Friday, April 8, 2011, 8:00 AM, The Local Yolk, Lynnwood WA.

Attendees:

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|-----------------------------------------|----------------------------------------------|
| X Robert Blakey (President) | 0 Steve O'Connell (Outreach Comm. Chair) |
| X Dan Clark (Past President) | X Chad Johnson (Assoc. Member Coord.) |
| X Gary Nevius (Treasurer) | X Tom Pittsenbarger (Education Comm.) |
| X Dianne Munroe (Secretary) | X Jim Fry (Associate Member Comm.) |
| X Kevin Kajita (President-Elect) | 0 Lloyd Christensen (Outreach Comm.) |
| X Rob Pewitt (Member at Large) | 0 Myra Gudge (Assoc. Member at Large) |
| X Jim Mead (Member at Large) | X Tom Kelley (Education Coordinator) |
| | X Steve Grose (Guest VMMC /ASHE) |

Preliminary Discussion

- Minutes from last meeting (March) were approved.
- Treasurer report (**Gary Nevius**) Treasurer report dated April 7 2011 - \$24,542.01 for total liabilities and equity. Presently have 4 sustaining sponsors. The 990W state tax form approved. Robert will bring up whistleblower policy at the State Meeting.
- Secretary's report – (**Dianne Munroe**) Minutes were approved and posted to the website.

Defining Objectives

- Define roles and responsibility of board members.
 - Robert will complete his strategic planning letter for 2011 by mid April.

Standard Operating Objectives

- Education Committee – Rob presented schedules.
- May 11, 2011 – Education program at Highline Medical Center with a Facility tour.
- June meeting will be in Bellingham and we should discuss carpooling.

9th Annual Golf Tournament (2011)

- The golf tournament is scheduled for August 18, 2011 with an expected cost of 30K. The theme is Hawaiian. First meeting of the golf committee was held at Convergints office and was well attended. Jody Runge, Co Chair of the tournament will have information on the tournament at The Semi Annual in Chelan at her Restorx table.

Holiday Party

- Dan presented the recommendation for the Holiday Party at the Nile. The deposit for the Nile will be forwarded so we can secure the date of December 9th. The holiday committee will firm up the date/time and the band.

Associate Member Committee – Chad Johnson- no report

ASHE National Meeting Plans

Robert discussed the scope of the community service project at the Neighborhood house playground. The work will include lighting, heaters, playground toy set up, painting, and some yard and bark restoration. Some of this work will be done before the Saturday to allow time to complete. The budget for this project is in the 20-30 thousand dollar range. The point people will be Chad and Tom from WSSHE. Swedish Marketing and PR are also working with members from GLY, Kaufman, and others for project management support. So WSSHE will not be taking the planning lead on the project. We will also set up tables with technical people to provide a small job fair for the community members. Robert is working with the Mariners for possibly 100 tickets for community volunteers for a future game. Hot Dogs will also be prepared for community volunteers on the day of the work party.

In relation to the ASHE event we discussed the benefit of tapping into the larger Regional/National vendors that may be willing to contribute to a larger venue. The Washington State representatives and smaller vendors are more apt to participate in the Golf tournament and less in the ASHE events. We discussed the opportunity for both groups and Steve commented that inviting the larger vendors to the ASHE event may ultimately allow them to stay involved with the local WSSHE organization.

Jim Mead asked about Community Ambassadors as part of the ASHE program. Steve said that our role will be to assist ASHE since they already have engaged people for this activity. Our volunteering additional Community Ambassadors was a good idea. Jim suggested maybe 25. There will be no big off set to volunteering.

There are presently 5 suites available for use at the Mariner game. The WSSHE state organization has agreed to purchase 2 suites, Wood Harbinger has one for their use and we have secured 2 additional that are all adjacent. Tom will check and see if there are any additional associate member suites that might also be available. The invitations will include ASHE board members and spouses, WSSHE board members and spouses and WSSHE members that volunteered to work on the service project. It appears that the suites will hold approximately 250 people.

Steve said the ASHE board will be in attendance the day of the event but may arrive after 11:00 am due to a very important issue they will be discussing related to associate members on the ASHE board. Steve discussed the counterproposal they will be recommending.

Discussed adding a second associate member category for not for profits. We will consider adding additional education partners in this category but they will need to apply and also one member per membership must belong to WSSHE.

Robert discussed the Energy letter related to the NW energy BOC program appreciated how quickly we were able to respond and participate.

Robert said that the WSSHE state had asked the Puget Sound chapter if they would pay the \$1000.00 for the spouse event at the semi annual in Chelan. There was a lot of discussion and the committee voted no to the request and asked Robert to advise that this was a state expense and not the Puget Sound Chapter.

Meeting adjourned / Next meeting May 13, 2011 at The Local Yolk, Lynnwood WA.
Minutes prepared by Dianne Munroe