



Washington State Society for Healthcare Engineering

Puget Sound Chapter Board Meeting

May 5, 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)

O Rob Pewitt (PM)

O Tom Nance (PM)

O Jim Mead (PM)

O Mike Kimberlin (PM)

X Andrea Pina (Educ. Chair)

O Mitch Pohl (PM)

X Diane Munroe (PM)

X Kevin Kajita (PM)

X Nancy Brown (Assoc. Member)

O Oly Welke, (Assoc. Member)

O Doug Green (Assoc. Member)

X Chad Johnson (Assoc. Member Coord.)

X Tom Kelley (Member Coordinator)

X Rob Rasmussen (Assoc. Member)

X Bill Leak (Assoc. Member)

X Kyle Victor (Assoc. Member)

X Jennifer Dennerline (Assoc. Memb.)

O Ola Jarvegren (Associate Member)

O 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)

O Anna Anderson (AM)

O John Kabigting (AM)

O Celisa Brown (AM)

O Chris Herbert (AM)

X Craig Kuanoni

O Jeff Schultz

X Adam Chawes

X Mitchel Paul

Preliminary Discussion

- **President Moore** called the meeting to order at 8:10 am.
- Chris brought up the topic of his employment status in regards to continuing to hold the Presidency
- His membership status has changed to associate member due to employment change and he wishes to resign out of respect for the bylaws
- Discussion ensued regarding SW Chapter history of having an associate member as chapter President
- **Motion made and approved** to accept Chris's resignation and solicit for a new president through the general membership via AMI
- Nominations will be accepted through May 15, with member voting through May 31

Treasurer report

- Checking account balance – \$29,019.32
- Savings account balance \$22,032.64

Secretary report

- Minutes for April were passed out to the board members.
- April meeting minutes approved

Education Committee

- May 11, half-day event: Compliance Crosswalk Roundtable at Highline Medical Center with Kevin Kajita, Diane Munroe and Rob Pewitt
- June 7 full-day event: CAL-OES Certification at Smart Buildings Center. Contract to be signed by Chris Moore and sent to Education Committee Chair, Andrea Pina.

15th Annual Golf Tournament (2017)

- August 10 @ Redmond Ridge
- Registration for hole sponsorship is open as of May 2
- Six holes left to sponsor as of May 5 and \$24,600 in revenue so far
- Next committee meeting is May 18

Charity Committee

- **Day of Service:** Tentative date of Tuesday, June 20 from 9:30 – 12:30 @ Ronald McDonald house of Seattle
- **Holiday Party:** Committee will tour Georgetown Ballroom as a perspective venue on Thursday, May 11

Membership Committee

- Steven Wickline offered to start giving regular report outs from his involvement on the ASHE membership task force.

Social Media Project

- Discussion of WSSHE website being out of date with old information and photos
- Social Media committee will work on an outline of updates and present them to Ben Myers, state Social Media board member.

Old Business

- Membership "Business Style Meeting" confirmed. Chris Moore will send out a recap e-mail to the board

Other/ New Business

- Nothing to report

Meeting Adjournment 09:07

The next scheduled membership meeting will be 8:00 am, Friday, June 2, 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 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