



Washington State Society for Healthcare Engineering

Puget Sound Chapter Board Meeting

May 6, 2016 Alki Bakery Cafe, Seattle

Attendees:

X David Bain (President)

O Mike Kimberlin (Past-President)

O Robert Blakey (Treasurer)

O Jim Mead (Secretary)

X Chris Moore (Educ. Chair)

X Rob Pewitt (Prof. Member)

X Tom Nance (Prof. Member)

O Todd Coburn (Prof. Member)

X Andrea Pina (Prof. Member)

O Nancy Brown (Assoc. Member)

X Oly Welke, (Assoc. Member)

O Steve O'Connell (Assoc. Member)

O Chad Johnson (Assoc. Member Coord.)

O Tom Kelley (Member Coordinator)

O Adam Chawes (Assoc. Member)

X Bill Leak (Assoc. Member)

O Kyle Victor (Assoc. Member)

X Jennifer Dennerline (Assoc. Memb.)

O Doug Green (Assoc. Member)

O Jeff Schulz (Assoc. Member)

X Tim Black (Assoc. Member)

X David Kopczynski (Assoc. Member)

X Kyra Hughes (Assoc. Member)

Preliminary Discussion

- **President Bain** called the meeting to order at 8:00 am.

Treasurer report

- No update

Secretary report (Jim Mead)

- No update

Education Committee

- The all-day event on June 29th.
 - Titled "Cascadia Quake Scenario – The Aftermath".
 - Location is Group Health in Seattle
 - Education Committee requested assistance from additional board members for the upcoming event due to challenges.
- The next committee meeting is on the 2nd Thursday of May at The Chieftan
 - Half-day event for security and access controls
 - July 20 – webinar intro to FGI/FGI update
 - October 20 with a construction topic, joint event with the SW chapter.
 - November 16 – webinar, Navigating CRS/DOH

14th Annual Golf Tournament (2016)

- The date of August 11, 2016 has been reserved at Redmond Ridge
- Caddy Shack theme returns.
- Jennifer to set up meeting to plan
- Sponsorship requests have been sent out
- Chris Moore offered to MC if needed
- **Kyle, Todd, Doug, and Jennifer** met to iron out decorations

Charity Committee

- Possible dates for service events are 6/22, 6/28, 6/29.
 - June 22nd was chosen
 - Held at the **Ronald McDonald House.**
 - Service for 10-40 people
 - Flyer will be sent out this week
- Holiday Party.
 - Glen Acre was chosen as the venue
 - December 7th is the new date
 - Save the Date to be sent out in September ahead of the annual
 - Next planning meeting in late August.

Membership Committee

- Flyer is finished
- Scheduling facility meetings:
 - **Bill Leak** talking with Paul Allen's brain institute
 - **Tom Kelley** has a commitment from Evergreen
 - **Tom Nance** has a commitment from Overlake
 - Richard at Skagit is a potential location for education

Social Media Project

- No update.

Other/ New Business

- **Q1** –Role definitions. Still collecting role definitions from various board members.
 - **David** asked that everyone work on the Roles and Responsibilities definitions so they can be compiled.
- **Q2** – "Membership Wine/Whine table". He proposed a quasi-social event for members to discuss ways to improve the chapter and to share stories, histories and herstories.
 - Schedule the wine table for after the full day event in June.

Adjournment 8:30

The next scheduled board meeting will be 8:00 am, Friday, June 3, 2016 at the Alki Bakery Cafe.

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

Minutes prepared by **David Bain.**

Committees:

Education: Chair, Chris Moore; Coordinator, Nancy Brown; Tom Nance; Adam Chawes; Rob Pewitt; Bill Leak

Golf: Chair Mike Kimberlin; Coordinator, Olwyn Lintecum, Rob Pewitt, Adam Chawes, Jennifer Dennerline, Chris Moore, Jim Mead,

Social Media: Chair, Todd Coburn; Olwyn Lintecum

Membership: Chair, Tom Nance; Tom Kelley, Chad Johnson, Bill Leak

Charity: Chair, David Bain, Coordinator, Doug Green, Jennifer Dennerline, Kyra Hughes

W.A.M. Coordinator: Chad Johnson