



Washington State Society for Healthcare Engineering

Puget Sound Chapter Board Meeting

July 10, 2015 Alki Bakery Cafe, Seattle

Attendees:

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

Preliminary Discussion

- **David Bain** called the meeting to order at 8:00 am.
- Approved the June meeting minutes.

Treasurer report (Gary Nevius)

- **Gary Nevius** provided the board the Profit & Loss and Balance sheet through June 4, 2015
 - Total Liabilities and Equity shows a balance of \$66,613.35. A lot of golf money is coming in. There is \$7,850 in accounts receivable. \$1,500 from sustaining sponsorships and the rest from the golf tournament.
- **Sustaining Sponsorship** update
 - 5 sustaining members
 - \$1,500 in accounts receivable reflect pending Education program Sponsors
- Membership check coming soon from AMI

Secretary report (Jim Mead)

- Minutes will be sent to AMI once approved.

Education Committee

- A June webinar with the topic of "Clearing the Air" about duct cleaning took place.
- A July program at **Fred Hutchinson Cancer Research Center** is being planned for July 8. Topic is on infection control.
- Other topics are being worked on by the Education Committee. One possible topic for a webinar would be on the Benefits of CHC/CHFM certifications. Perhaps in August
- Possible ½ day event on September 16 is also in the planning stages.

13th Annual Golf Tournament (2015)

- Monies are continuing to come in.
- Still a lot of teams and hole sponsors are needed.
- Raffle prizes are being purchased by Jim and Ruth Mead
- Grand Prize could be a golf package. There will be a sponsor for the grand prize.

Charity Committee

- Dave Kopczynski said that the Fisher House got the most votes as the annual charity recipient. Landscaping assistance is possible there perhaps in late July. Dave to talk to Fisher House to get info on how to help them. The potential dates to participate in a work party is October 10th, 14th or 16th.
- Need to get the contract set up for the Hollywood Schoolhouse again. Event is scheduled for December 10.
 - Insurance is paid.
 - Banquet permit is needed/ and liquor license is needed
 - Food options to be discussed.

Membership Committee

- Tom Nance and Tom Kelley are going to put together a PowerPoint to promote WSSHE. The draft was presented to the board.
- The State has put together a trifold brochure which can be used
- The list of hospitals was received from AMI
 - To encourage attendance by remote hospitals the committee suggested having one-on-one meetings at a remote hospital.
 - Another is to have a remote hospital host a lunch and learn meeting

Social Media Project

- Rob said the Face Book was being set up through Katie of AMI.
- Russ Kent and Ben Meyer are listed as administrators of Linked In and will need to get their names transferred to someone else.

Other/ New Business

- Certificates of appreciation for members. Mike said he would create Certificates of Appreciation for sponsors and other contributors.
- The board discussed how to select Members of the Year. Suggestion to send survey to chapter members for nominations. The BOD would vote on the selections.

Adjournment 10:00 am.

The next scheduled board meeting will be 8:00 am, Friday, August 7, 2015 at the Alki Bakery Cafe. After this meeting, several members will be departing for Ellensburg to attend the State Board meeting. This meeting begins at 11:30 am.

Minutes prepared by Jim Mead.

Committees:

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

Golf: Chair, Gary Nevius; Olwyn Lintecum, Rob Pewitt, Adam Chawes

Social Media: Chair, Rob Pewitt; Olwyn Lintecum

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

Charity: David Kopczynski, Jennifer Dennerline