

California Society for Healthcare Engineering, Inc. (CSHE)
Board of Director's Meeting
Friday, September 11, 2015
8:00 a.m. to 9:00 a.m.

Minutes

Attendees:

Chuck Peek, CSHE President/CEO
 Rick Barker, CSHE Vice President
 David Lockhart, CSHE State Secretary
 Devin Hugie, CSHE State Treasurer
 Mark Nelson, Immediate Past President
 Mitch Greer, Central Coastal President
 Mike Cooper, Central Valley President
 David Baker, Orange County President
 Thomas Minard, Redwood President
 Mike Rijavec, San Francisco President
 Cheri Hummel, CHA/CSHE Liaison
 Joyce Jones

	Subject	Reporting	Action	Outcome
I	Call to Order/Introductions Quorum established	Peek called the meeting to order at 8:22 a.m. Quorum established for the meeting.		
II	Approval of board agenda** <ul style="list-style-type: none"> • Approval of board minutes: July 10, 2015** • Review of Consent Agenda** <ol style="list-style-type: none"> 1. Official Call 2. Membership Statistics 6/30/15 3. Membership Ratio Chart 6/30/15 4. Gold/Silver Sponsor Status Report 6/30/15 5. Quarterly Operations Report 6/30/15 **Action Item	Minutes for the July 10 meeting were reviewed and approved. The board reviewed the consent agenda and it was approved.		Board minutes for the July 10 meeting were approved. Consent Agenda approved by the board.

III	<p>Executive Committee Report</p> <ul style="list-style-type: none"> CSHE Executive Committee Report 	<p>Peek reported on the issues discussed during the executive committee:</p> <ul style="list-style-type: none"> Reviewed ASHE conference. Issues with new P&P – Acknowledgement forms still required to be signed and returned to the State Office. The new website draft has been reviewed by the executive committee 	<p>Requested that the website link be forwarded to the board for review.</p>	<p>Joyce to resend the Acknowledgement Form to the board and vice presidents.</p> <p>Joyce to send website link to the chapter officers.</p>
IV	<p>Financial Report</p> <ul style="list-style-type: none"> Second Quarter Financial Report** <p>**Action Item</p>	<p>Hugie reported high points of the financial report for the second quarter. Devin reported that the CD that matured will have funds added from the bank and a five year CD will be opened with State Farm.</p>	<p>Motion to approve the financial and the opening of a 60 month CD at State Farm.</p>	<p>Board approved the financial reports and the opening the CD.</p>
V	<p>Committee Reports</p> <ul style="list-style-type: none"> Education Membership 	<p>Hugie and the education committee are developing the educational webinars for 2016 and when completed will be posted to the website.</p> <p>Review of the ASHE website and their posting of educational training will be reviewed for potential design for the CSHE website.</p> <p>The board discussed methods to increase facility membership.</p> <p>Cooper discussed contacting the hospital ADM for new hospital engineers for CSHE.</p> <p>Vendors have front line access to facility engineers to discuss membership with their customers.</p>	<p>Devin asked if there were other board members that would like to participate on the education committee, if so to contact him.</p> <p>Jones reported that CSHE educational brochures have been sent to CHA facility engineers.</p> <p>Asked for additional board members for the committee.</p>	<p>Cheri to check with collaborating CHA hospital facility engineers for membership in CSHE.</p> <p>Joyce to be informed regarding CHA potential hospital facility employees.</p>

	<p>Event Reports</p> <ul style="list-style-type: none"> • San Francisco Golf Tournament 7/27/15 • San Diego Golf Tournament 8/7/15 • Central Valley Golf Tournament 8/28/15 • CSHE Southern CA Seminar 9/24/2015 • Northern CA Seminar 10/22/15 	<p>Rijavec reported that this year there were 139 golfers and the event was a great success; great time and very well liked event.</p> <p>Gibson was unable to participate on the call.</p> <p>Peek reported the CV golf tournament had 73 players and everyone had a wonderful time, and made a profit for CSHE. Day was a bit warm, but all had a good time.</p> <p>Devin reported that this was the first Southern CA Seminar that all chapters participated. The management and technical tracks were well received, and Anne from TJC did a great job.</p> <p>The 8th Annual Northern CA Seminar will take place October 22, and currently the exhibit hall has been sold out. The registration discount deadline ends October 8th.</p>		
VI	Legislative & Regulatory Update	<p>Hummel reported that there are numerous activities for the final session for the legislative year:</p> <ul style="list-style-type: none"> • Tehachapi Hospital • This week's hearings relate to code changes to building codes; plumbing; electric committees on the proposed changes. CSHE supplied a support letter to OSHPD which was crucial to the outcome of the codes. OSHPD Codes of PCVB was opposed by the unions. 	<p>Results were a close vote and approved, which will go before the building standards commission.</p> <p>In general OSHPD working to sync national codes to CA codes. Actual outcome will be toward the end of November.</p>	<p>Proposed code for January 1, 2017 with time to accomplish the task.</p> <p>OSHPD drafted EIR support to encourage members to review the EIR. Anticipation of lawsuit.</p>

VII	<p>ASHE</p> <ul style="list-style-type: none"> ASHE 52nd July 12-15, 2015 Boston CSHE Platinum 	<p>Peek attended and at the conference CSHE received the Platinum Award for 2014. Peek stated that CSHE is an active and successful chapter.</p>	<p>Congratulations to Mike Cooper, who was awarded the ASHE Region 9 Emerging Leader Award.</p>	
VIII	<p>New Business</p> <ul style="list-style-type: none"> 2016 Chapter Budgets CSHE New Website 	<p>Hugie to provide information regarding social events to the chapter officers. Social events are outlined in the new Policy and Procedures, which states that \$20 per chapter member, can be received. (100 x \$20 would be \$2K) CSHE will pay that amount for an event and additional funds must be obtained by selling tickets. Vendors are not to be forced to contribute for social events. Devin stated that he would be available for any questions.</p> <p>CSHE new website to be activated after the CSHE Northern CA Seminar.</p>		<p>Instruction sheet for social events will be forwarded from the State Office for proposed budget approval by the executive committee.</p>
IX	<p>Next Meeting:</p>	<p>Friday, December 4 from 8 to 9 a.m.</p>		
X	<p>Adjournment</p>	<p>Peek adjourned the board meeting at 8:52 a.m.</p>		

Approved

David Lockhart, CSHE State Secretary

Committee Chairs

Bylaws	Vice President/Rick Barker
Codes Committee	Ad Hoc when necessary
Education Committee	Devin Hugie
Ethics Committee	Past President/Mark Nelson
Finance Committee	Treasurer/Devin Hugie
Membership Committee	Mike Cooper
Publication	State Secretary/Dave Lockhart
Robert Mack Contribution Committee	Vice President/Rick Barker
Hospital Building Safety Board	Carl Scheuerman will report after the HBSB Meeting