

California Society for Healthcare Engineering, Inc. (CSHE)
Board of Director's Meeting
Wednesday, April 29, 2015
Breakfast at the Bambu Restaurant 6:30 a.m.
7:10 a.m. to 9:45 a.m.
Fairmont Newport Beach
Minutes

Attendees:

Chuck Peek, State President/CEO
 Devin Hugie, State Treasurer
 Mark Nelson, Immediate Past President
 Patrick Silvestri, Past President
 Mike Cooper, CV President
 Robert Fischetti, IE President
 Tim Hersey, LA President
 David Baker, OC President
 Ken Gibson, SD President
 Mike Rijavec, SF President
 Terrell Estes, CV Vice President
 Matthew Bond, IE Vice President
 Kevin VanderVelden, NE Vice President
 Thomas Peterson, Redwood, Vice President
 Steven McColl, SD Vice President
 Anthony Alvernaz, SF Vice President
 Narsimha Irrinki, SBC Vice President
 Cheri Hummel, CHA/CSHE Liaison
 Roger Richter, CSHE Executive Director
 Joyce Jones

On Tuesday, April 28 from 10 a.m. until 5:15 p.m. the CSHE Executive Committee, board of directors and vice presidents reviewed the CSHE Bylaws. Rick Barker, CSHE Vice President, conducted the review, discussion and preparation for the board meeting on April 29 for board approval of the new Bylaws.

	Subject	Discussion	Action	Outcome
I	Call to Order/Introductions Quorum established	Peek called the board meeting to order at 7:24 a.m.	Quorum established.	
II	Approval of board agenda** <ul style="list-style-type: none"> • Approval of board minutes: November 14, 2014** • Review of Consent Agenda** <ol style="list-style-type: none"> 1. Official Call 	The board minutes from November 14, 2014 were approved. The board reviewed the consent agenda.		Board minutes approved from 11/14/14. Consent agenda approved as presented.

	<p>2. Membership Statistics 3/31/15 3. Membership Ratio Chart 3/31/15 4. Membership Ratio Chart 12/31/14 5. Gold/Silver Sponsor Status Report 3/31/15 6. Quarterly Operations Report 3/31/15</p> <p>**Action Item</p>			
III	<p>Executive Committee Report</p> <ul style="list-style-type: none"> CSHE Executive Committee Report 	<p>Peek reviewed the topics discussed by the executive committee:</p> <ul style="list-style-type: none"> New bylaws are current with the current non-profit status. Peek recommended that discussion at the gold sponsor breakfast would benefit the upcoming membership vote of approval. With the new bylaws, affiliates will no longer be titled CSHE members. Membership will be listed as facility members only. Peek recommended that the board and vice presidents encourage their chapter members to approve the new bylaws. CSHE will require 30% of member approval for the new bylaws. Time for the members to accept or reject will be approximately ten working days. 		
IV	<p>Financial Report</p> <ul style="list-style-type: none"> First Quarter 2015 Financial Report** 	<p>Hugie reviewed the first quarter financial report and certificates of deposit. After the bylaws approval, discussion regarding social</p>		<p>First quarter 2015 financial report approved.</p>

	**Action Item	events for the Policy and Procedures will be scheduled.		
V	<p>Committee Reports</p> <ul style="list-style-type: none"> Education Membership <p>Chapter Reports</p> <ul style="list-style-type: none"> SF Vendor Show 3/18/2015 <p>Event Reports</p> <ul style="list-style-type: none"> Annual Institute Golf Tournament April 29, 15 First Annual Fishing Event Annual Institute April 30 – May 1, 15 Northeastern Golf Tournament 6/12/15 San Francisco Golf Tournament 7/27/15 Central Valley Golf Tournament 	<p>Hugie reported that Adobe Connect educational webinars have been scheduled for most of 2015.</p> <p>Cooper reported the idea of chapters putting together a list of hospitals within their region and soliciting facility engineers.</p> <p>Rijavec reported that at this year's SF Vendor Show the attendance was 160 with 20 vendors and it was sold out in 1 ½ weeks.</p> <p>This year the total registered golfers are 101 with six hole and eight table sponsors. Estes reported that there are 46 registered to go deep sea fishing.</p> <p>Hugie reported that over 400 people had registered for the Institute with 64 exhibitors.</p> <p>Jones reported that the NE Golf Tournament had been schedule and registrations starting to be received.</p> <p>Alvernaz reported that in 2014 there were 143 golfers and it was a very successful event.</p> <p>Cooper reported that the CV golf</p>	<p>The goal of the committee is to schedule quality professional webinars several months in advance. In the future, the plan is to schedule educational video programs for facility engineers.</p> <p>He reported this is a wonderful networking opportunity and a break even event.</p>	<p>Hugie asked if there were any board members who would be willing to service on the Education Committee.</p>

	<p>August, 2015</p> <ul style="list-style-type: none"> Southern CA Seminar 9/24/2015 Northern CA Seminar 10/22/15 	<p>event would be at the Reserve at Spanos in Stockton on August 28. Last year the attending was 75.</p> <p>Baker reported that the Southern CA Seminar would be at the Disney Paradise Pier Hotel on September 24 and there would be a management and technical sessions.</p> <p>Rijavec reported the 8th Annual Northern CA Seminar has been scheduled at the Scottish Rite Center on October 22 in Oakland. There will be a management and technical engineering sessions.</p>		
VI	Legislative & Regulatory Update	<p>Hummel reported on the following regulatory issues:</p> <ul style="list-style-type: none"> 8081 Emergency Services AB 172 Emergency Department: Assaults and Batteries AB 320 Engineers AB 579 Hospital Facilities: Physical Plant Location AB 850 Employment: Hospital” Aerosol Transmissible Diseases AB 1042 Proprietary Security Services Prop 65/1262 SPC 40D OSHPD SPC40 		
VII	<p>ASHE</p> <ul style="list-style-type: none"> ASHE 52nd July 12-15, 2015 Boston CSHE Platinum ASHE Region 9 Conference 	<p>The dates for the ASHE Annual will be on July 12-15 in Boston.</p>		

VIII	<p>New Business</p> <ul style="list-style-type: none"> Robert Mack Scholarship Foundation CSHE Scholarship winners Roger Richter 	<p>Silvestri reported that RMSF will receive \$3,801.02 from CSHE, and they are planning fundraising events and asking for donations to help fund education for healthcare engineers</p> <p>Mr. Richter thanked the CSHE Board and stated that the California engineers are doing a great job with offering their technical assistance to CHA.</p>	<p>In the future, the RMSF committee would like to have at least 20 candidates applying for the annual scholarships.</p>	<p>RMSF are in the process of revising their website.</p>
IX	<p>Old Business</p> <ul style="list-style-type: none"> Strategic Plan Update 	<ul style="list-style-type: none"> Peek reported that in the future CSHE needs to have additional webinars with PowerPoints that can be posted to the CSHE website. Bylaws approved by the membership. Outline rural areas for educational webinars. Listing of hospitals in the chapter regions to encourage facility engineers to become CSHE members. Technical webinars with Adobe Connect monthly the second Thursday. 		<p>Chapter officers are to contact regional hospitals in their area. Potential contact with the hospital management about the benefits of CSHE education events.</p>
X	<p>Next Meeting : July 17, 2015 8:00 to 9:30 a.m.</p>			<p>Jones to schedule the next board meeting conference call.</p>
XI	<p>Adjournment</p>	<p>Peek adjourned the board meeting at 8:38 a.m.</p>		<p>Buses will be available to transport to the golf course and to Davey's Locker for the deep sea fishing event.</p>

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, CV President
Publication	State Secretary/David Lockhart
Robert Mack Contribution Committee	Vice President/Rick Barker
Hospital Building Safety Board	Carl Scheuerman will report after the HBSB Meeting

Chuck Peek, CSHE State President/CEO