



TSHHRAE

TEXAS SOCIETY FOR HEALTHCARE HUMAN RESOURCES
ADMINISTRATION AND EDUCATION

Board Meeting Minutes
October 18, 2012
9:00am – 10:00am

I. Call to Order **Marcos Ramirez**

Members Present: Dana Brandt, Carolyn Price, Marcos Ramirez, Cheryl Jones, Sheila Richards, Kathy Sanford, Eileen Brown, Teresa Westover

Members Absent: Tammy Oehlke, Susan Willars, Jennifer Rummel, Emmett Craig

Meeting called to order at 9:07 am.

II. Review of September Minutes **Jennifer Rummel**

Motion to accept the minutes by Eileen Brown, 2nd by Dana Brandt. Motion passed unanimously.

III. Review of Financials **Tammy Oehlke**

a. Review current balance statement, FY12 PL

Marcos reviewed the financials in Tammy's absence.

Motion to accept the financials by Eileen Brown, 2nd by Kathy Sanford. Motion passed unanimously.

IV. FY 12 Membership Status **Dana Brandt/Sheila Richards**

FY13 Goals = increase paid membership by 11%, Increase all memberships by 30%

FY12 FY13 Goals

100

111 (+11%) > Paid Membership

117 (w/o DFWHRA) 152 (+30%) > All Membership

159 (w/ DFWHRA) 206 (+30%) > All Membership

Dana and Sheila will get together to develop their plan for FY13 membership renewals. Dana confirmed that we are transitioning to anniversary date renewals vs. calendar. The FY13 Goals are in draft form and will be confirmed at the annual Board planning retreat.

b. HSHHRA Update

Marcos Ramirez/Eileen Brown

Marcos did not have anything new to report. He does plan to continue pursuing establishing a partnership with the Houston Chapter. Eileen has talked with their current president about the possibility of one state chapter with local sub-chapters. They are open to the possibility of doing this. The Board agreed that a call with all parties involved is the appropriate next step. They will target holding the call in the next month.

V. Education

a. Annual Conference

i. 2012 Survey Results

The Board reviewed the survey results and identified any significant areas requiring improvement. Overall the feedback was very positive. The Board discussed how better to manage the time speakers are taking and not run over in their sessions. The Board commented that having the vendors in the hallway was not ideal for facilitating conversations. It would be better if they could be contained in a separate room. General feedback also suggested that holding the event in a hotel vs. a hospital facility may be more conducive to facilitating effective networking.

ii. 2013 Date/Location

The Board is considering moving the annual conference to a timeframe earlier in the year – potentially the April timeframe. The Board settled on the June timeframe for 2013 with the potential of moving the date back towards April in years beyond. 1st set of preferred dates June 13-14, 2nd set of preferred dates June 6-7. CMP will shoot out a one question survey regarding preferred location for a future conference. Pending the

results CMP will request bids from area hotels for the conference.

b. Networking Luncheons

The Board discussed how best to schedule the luncheons, where to hold the first one, and how often to schedule them. The Board discussed holding the first luncheon in an area where we have the largest concentration of members. The Valley ranks first in terms of # of members, San Antonio is a close second. Tammy suggested a program be held in the Knapp area (centrally located). She will work with Emmett to develop the program. We'll target the Feb/March timeframe to hold the first luncheon.

c. Webinars

Table holding any webinars in the near future to allow priority focus on the Annual Conference and Networking Luncheons.

VI. Website

Marcos Ramirez

Marcos reported that the web site committee met Tuesday and reviewed several updates that need to be made to the site.

VII. Communications

Cheryl Jones

Cheryl reported that we have active participation in our LinkedIn Account, membership in the group has exceeded 500 people. There hasn't been much activity out there as of late however. Marcos suggested we also post the location poll to the LinkedIn Group as well. Cheryl will facilitate this.

VIII. Chapter Management Award

Eileen Brown

Eileen mentioned the Chapter Awards were picked up at the ASHHRAE annual conference and she will bring them to the next in person meeting.

IX. Old Business

Marcos Ramirez

Next in person Board Planning meeting tentatively scheduled for December 13-14 at CMP offices in Austin. CMP will send out the calendar appointment to hold the time on everyone's calendar.

X. New Business

Marcos Ramirez

XI. Adjourn

Marcos Ramirez