



TSHHRAE

TEXAS SOCIETY FOR HEALTHCARE HUMAN RESOURCES
ADMINISTRATION AND EDUCATION

Board Meeting Minutes

September 13, 2012

3:00 pm – 4:30 pm

Texas Health Resources University – Executive Conference Room
Dallas, TX

I. Call to Order

Dana Brandt

Present: Marcos Ramirez, Susan Willars, Dana Brandt, Jennifer Rummel, Tammy Oehlke, Emmett Craig, Eileen Brown, Sheila Richards, Cheryl Jones, Katherine Sanford, Teresa Westover.

CMP Staff: Suzanne Douglas

Dana Brandt, TSHHRAE Board President, called the meeting to order at 3:06pm.

II. Self-Introduction of Board Members/Brief Background

III. Review of August Minutes

Susan Willars

Minutes were reviewed.

Motion by Cathy Colley to approve minutes as presented, 2nd by Susan Willars.

Motion passed.

IV. Review of Financials

Tammy Oehlke

a. Review current balance statement, FY12 PL

The board reviewed current financial reports. Income is tracking lower in all categories as compared to budget and expenses are higher than expected due much to the additional in person meeting held in January. However, the current balance of \$47,743 has exceeded the balance during the same period in 2011 by close to \$2,000.

Motion to accept financials as presented by Eileen Brown, 2nd by Marcos Ramirez. Motion passed.

V. FY 12 Membership Drive

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

<u>FY12</u>	<u>FY13 Goals</u>
100	111 (+11%) > Paid Membership
117 (w/o DFWHRA)	152 (+30%) > All Membership
159 (w/ DFWHRA)	206 (+30%) > All Membership

a. FY12 Membership Status

Currently 110 members. DFWHHRA members will be incorporated into the membership report so we can track how many rejoin next year. Dana asked for input from the DFWHHRA members on how we can add more benefit to membership. Dana also spoke about partnering with the DFW chapter on local networking luncheons and locating key HR leaders in different areas of the state to host other luncheons. Eileen also mentioned bringing all of the regional chapters together for an Annual Conference in a central location each year.

b. HSHHRA Update

There was a recent turnover in their board but no further update at this time. Marcos will be contacting the President of the chapter in the near future.

VI. Establish 2012-2013 Committees

Dana Brandt

Membership: Dana Brandt and Sheila Richards
Education: Susan Willars
Bylaws: Cathy Colley
Communications: Cheryl Jones, Emmett Craig, Jennifer Rummel
Legislation/Advocacy: Eileen Brown
Website: Marcos Ramirez

VII. Website

Marcos Ramirez

a. Task Force

Marcos lead a discussion about the new website. He asked for input on how to make the website best for the end user. Ideas included picture galleries, LinkedIn icon on homepage, picture and explanation of the 3 star ASHHRA award, a policies and procedures bank and a link to THA website and upcoming events. The task force will schedule a call to discuss implementation and further

content ideas. Each board member agreed to submit 5-10, redacted policies and procedures for the website.

VIII. LinkedIn

Cheryl Jones

Cheryl reported there are currently 498 members - many of them are recruiters or entry level HR professionals. She would like to generate more discussion on the page and tie the eALERTS and website info in with the LinkedIn page. The board would like to obtain the list of ASHHRA members from Eileen and pre-approve them for the group.

IX. Old Business

Dana Brandt

Dana announced that TSHHRAE received the 3 star chapter management award from ASHHRA. Last year was the first year to participate in the program and a 1 star was received. Eileen also announced that Dana received ASHHRA's Outstanding Chapter President award. A picture of Dana receiving the award will be posted on the website along with a picture of the 3 star award. Sheila mentioned that she had developed a checklist spreadsheet for gathering all of the necessary documentation for the chapter management award. She will send it to Eileen so she can make assignments. Add this item on the next board call agenda.

X. New Business

Dana Brandt

a. Networking Luncheons

The DFW group does quarterly meetings with a speaker and HRCI credits. They also have an attorney that provides an update at the end of the meeting. Cheryl suggested holding a mock trial with Brad Howard. Susan suggested having an attorney present on documentation in order to attract nursing staff. Cathy thought it would be beneficial to also broadcast the luncheon presentation for those that could not attend.

b. Education

Eileen stressed the importance of providing more programs if the board wishes to continue applying for a higher chapter management award rating with ASHHRA. Emmett voiced his concern about cancelling Barnstorm as he found it very beneficial. Susan suggested changing the name of HR Basics to Employment Law Update.

XI. Adjourn

Dana Brandt

The meeting was adjourned at 5:29pm.

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