



Idaho Society for Healthcare Engineering

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Board of Directors Meeting Minutes May 15th, 2019

The meeting was **called to order** at 1:17 pm MDT by President Elect, Jesse Barnum*; Also present were: President, Katy Dudley*, Secretary, Gregg Ostrow*; Treasurer, Glenn Diede*; North Region Rep, Bill Spencer;* Southwest Rep, Roger Folwell*, Associate Member, Tom Scofield Incoming President Elect; Curtis Johnson and Executive Director, Britni Lundin.

Absent: Advocacy/ASHE Liaison, Russ Harbaugh; Southeast Rep, Jerry Pfeiffer*, Region 10 Rep; Rick McGuffey and Immediate Past President, Wayne Tuckness. *Voting Board Member

CONSENT AGENDA:

Minutes of April 10th, 2019 were accepted.

Financial reports of April 30th, 2019 were accepted.

Financial Update: ISHE is looking better this year in regard to vendor and sponsorship revenue generation. The membership dues increase has increased revenue, and ISHE has seen an overall increase in membership despite the higher cost. The increase in conference and tradeshow cost has proven to be beneficial in offsetting cost of the conference. It was discussed that the budget should not include a social event (budgeted income) since we do not know if we will hold these extra events and do not want to rely on that income. ISHE needs to continue to strive for financial stability and expansion with extra income. A scholarship program was briefly discussed.

Sponsorship Update: Four spring conference sponsorships have been sold totaling \$3,200. This is \$2,950 above what we budgeted for! The new sponsorship program has proven to be a success. The Board agreed to encourage more event sponsorship for our fall conference.

Board Update: Curtis Johnson will be joining ISHE as the new President Elect. Jesse Barnum will be stepping into the role of President.

2019 Spring Conference: Professional attendance down. Several comments prior to conference regarding the travel distance/location inconvenience. In addition, it was discussed that attendance may be down due to graduation etc. Board encouraged to network with the vendors to ensure that they feel valued and appreciated at the conference.

ASHE: ISHE needs to focus on their educational requirements for their chapter award status. Gregg and Tom will work on webinars (possible AIA) and facility tours to increase educational offerings. The Board determined that their goal is to hold an educational event in each region (3 webinars). Jesse is the Region 10 chair. It was reported that ASHE is struggling internally due to poor communication and an open Director position. The Board will decide who among them will be attending the ASHE Annual conference.

Membership Update: ISHE currently has 165 members. Roughly 60% are associate members. It was agreed that we are in need of reaching out to more of our potential professional members. Katy developed a spreadsheet for hospitals not yet involved in ISHE. She will send it out to the Board. The Board strategized that reaching out to ACS's Dialysis Centers etc would be a good strategy to expand.

October 2019 Fall Conference: Title, "Reeling in Success". Speaker deadline pushed back to end of June to allow for more submissions. The Board is looking into the cost of having ASHE speak at our Fall Conference.



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2020 Spring Conference: Britni is looking for new locations for the conference as costs were higher than expected at proposed venues. The Board decided to move their conference up one month to be April 22nd-24th in order to accommodate those with family/friends graduating. Britni will give the Board an update with location options and costs by the next Board meeting.

Strategic Planning & Committee Reports: The Board discussed having a fall strategic planning session in congruence with the fall conference in McCall. It was suggested that ISHE plan out 3 years in advance.

New Update: Tom shared the brochure template with the Board. He suggested a roll up and table coverings a 6ft and an 8ft. Proposed cost was \$700.

With no further business, the meeting adjourned at 3:10 pm MDT