

# WSSHE Puget Sound Board Meeting

8:00am – 11.3.2023

Cochran

## Attendees:

- Executive Director/President– Lianna Collinge-Interim
- Treasurer – Nick Happe-Hartsell
- Secretary – **Nancy Brown**
- President/Education Chair – **Stacia Rivera**
- Education Coordinator – **Diane Vandewall**
- Golf Coordinator – **Corey Robinson**
- Business Partner Advocate/Charity Coordinator – **Breanna Langston**
- Charity Chair – **Rob Pewitt**
- Membership Chair – **Danny Scott**
- Membership Coordinator – **Nicole Carter**
- Kelly Chalmers
- Kyle Smith
- Allison Birkmeyer
- Mike Kimberlin
- **Nancy Hawke**
- **Eric Gilbert**
- Anna Gudima
- **Stephen Wickline**
- Michael Rehnitz
- Nate Waye
- Camilla Yamada
- **Andrea Pina**
- **David Bain**
- Taylor Stokes
- Cherie McNabb
- Ellie Graves
- Mark Louis Cereghino
- Clarence Clipper
- Justin Cobb
- David McCaughey
- Sam Chamaty
- Marty McGarrigle
- **Steve Stein**
- Michael Stine
- Chris Kobus
- **Scott Clinton**
- **Lisa Welcome**
- **Kyra Hughes**

\*Bold indicates attendee was present

Meeting called to order at 8:03 by PSC President – Stacia Rivera

## Roundtable Introductions

### Old Business

- Previous Month Meeting Minutes: Approved
  - Motion to approve: Andrea Pina
  - Second: Corey Robinson

### Secretary Report – report by Nancy Brown

- Received comments on Roles and Responsibilities from committees and have forwarded to state and other chapter presidents.

### Treasury Report – report by Nancy Brown

- Total Assets and Liabilities: \$80,114.95
- Net Income: -\$39,734.97
- Check for golf tournament proceeds have been received from AMI and will be deposited in PSC account totaling \$31,116.49.

### **Golf Committee – report by Corey Robinson**

- Date is set for June 17, 2024
- Contract will be sent to Stacia for signature.
- Corey has received 2023 golf records and is reviewing and will use this as basis for 2024 budget.

### **Charity Committee – report by Breanna Langston**

- Holiday Party
  - Please register.
  - AV contract is executed.
  - Second blast came out earlier this week.
  - Many board member attendees reported they had not received the eblast.
  - The location is not accurate on the website. Breanna is working with AMI to get it updated.
  - Several sponsors have been secured.
  - Committee will request Kamp Korey wine be available for sale.

### **Membership Committee - report by Nicole Carter/Danny Scott**

- Far North Networking Night November 9
  - District Brewing, Mount Vernon
- Axe Throwing October 12.
  - There was a blast that went out, but many members didn't receive it.
  - 25 people came including 8 professional members.
  - Have not received financials from AMI.
- There have been challenges with new members signing up for membership.
  - Jenn is giving Danny an updated address for physical checks.
  - Access online was down, but has been restored.
  - Renewing via website directs people to Fawn's email.
  - Danny will address with AMI.
- Danny has discussed the option to sign up to receive communications from more than one chapter. Dues still go to only one chapter. Vendors would like to sign up for multiple chapters to get priority for sponsorships.
- Danny is following up with AMI to get membership list and email lists.

### **Education Committee - report by Diane Vandewall**

- ASHE CHFM/CHC training is rescheduled.
  - Feb 13-14, 2024
  - Location: Providence Renton
  - Putting pricing and sponsorship structure together. Mac McKenzie will be available for professional members.
  - PSC has to pay ASHE for minimum of 25 people per day.
- November 17 Roundtable
  - Topic: Fire Life Safety Systems (Forward Flow/Backflow and pressurization).
- January 17 at noon – In person event
  - Topic: 3D Printing for FM
  - Location at Overlake.

- 2024 program will not include the roundtables and will add webinars and do 2 major events.
- Body of Knowledge draft is 95% complete to get a call for presentations.

### **Communications – report by Lisa Welcome**

- All communications go through Lisa including quarterly eblasts.
- Lisa will work with committee leaders to develop a communications plan.
- Lisa will work with Danny on AMI distribution list.

### **Business Partner Advocate – report by Breanna Langston**

- Feedback on conference that Mike (AMI) was not helpful and was not nice to vendors.

### **State Business – report by Stacia Rivera**

- Pete Peterson SF
  - 8 scholarships were used for Fall Conference which makes 14 total for 2023.
  - Still need the check from the golf tournament proceeds.
  - Next scholarship board meeting will be in December.
- Mac McKenzie SF
  - Work needs to be done to get up to speed on MMSF.

### **New Business**

- Scott has been appointed and has accepted the State Scholarship Chair role for 2024.
- Elections for President Elect and Treasurer
  - President Elect
    - Andrea Pina unanimously elected.
  - Treasurer
    - Eric Gilbert unanimously elected.
- Budget and AMI contract needs for 2024
  - Committees will send budgets to officers (Stacia, Andrea, Nancy and Eric) by 11/10/23.
  - Stacia will send out AMI contract to committee leaders for review.
- Puget Sound WSSHE University- David Bain
  - David Bain would like to spearhead the PS WSSHE University.
  - David would like to have some vendor partners to help get it going.
  - Concerns were voiced about favoritism for presenters.
  - Education committee is trying to address this by having a public call for presentations.
  - WSSHE University will be a sub-committee under Education.
  - Diane will invite David to next education meeting.
  - Membership will use this as an opportunity to solicit new members.
- AMI Performance/KPIs
  - This will be discussed at December meeting.

**Meeting adjourned: 9:09 by Stacia Rivera**

Next meeting will be on December 1, 2023 at McKinstry.