



Washington Society for Healthcare Engineering, Southwest Chapter

Board Meeting Notes

December 5, 2024 | Zoom

The meeting was **called to order at 3:05pm** by President, Ivy Anderson; Also, present were: President-Elect and Treasurer, Janie Resop; Education Chair, Jose Diaz; SW Chapter Member, Clay Ciolek; and Facilitator, Katie Bohocky, CAE.

Absent: Secretary, Russell Copeland; Membership Chair, Michael Dover; Business Partner Advocate, Kyla Grennan; Events Chair, open; SW Chapter Members, Richard Newton, Jose Rodriguez, and Lisa Welcome.

Welcome and Introductions:

A quorum was not established.

Consent Agenda:

November 21, 2024, board meeting minutes were not accepted, as we did not have a quorum.

Board:

2025 Executive Director Proposal: Tabled until January 2025.

AMI Work Request: Ivy requested Jen, current AMI Executive Director, to cancel the January 10th Salute, send an updated list of SW Chapter members, and to send 2025 dues invoicing for SW Chapter members in early December.

Financial:

2025 Draft Budget – Tabled until January 2025.

Membership Status:

Current membership – Tabled until January 2025.

Events:

New Chair – Nathan stepped down prior to the November board meeting. Jose offered to absorb the Event committee work into his Education committee. Ivy appointed Jose as the Events Chair and thanked him and his committee for taking on the Event committee work. Thank you, Jose!

- Salute on January 10, 2025, at Little Creek Casino – Canceled.
- Spring Engineering Expo in March. Lisa Welcome is the lead.
 - Status on offering hybrid (in-person and virtual) attendance.
 - Discussion on moving the location to Great Wolf Lodge vs. Cheney Stadium.
- Spring Conference on April 16-18, 2025, in Chelan, WA.
- Golf Bootcamp in May at Madrona Links Golf Course.
- Golf Tournament on July 25th at McCormick Woods Golf Course. Jose Diaz is the lead.
- Rainiers Game in August at Cheney Stadium.
- Fall Engineering Expo at Cheney Stadium in September. Kyla Grennan is the lead.
- Region 10 Conference on October 21-24, 2025, in Boise, Idaho.

Education:

WSSHE University – Jose reported he will be creating a subcommittee of 3 individuals to vet individuals and/or companies wanting to participate. To ensure only education is offered, and not a sales pitch.

Certificate of Completion - Discussion of a certificate of completion for WSSHE University training for attendees to show effort and education received. Jose and Katie will work on how to send the certificates electronically.

Sponsorship:

2025 Diamond Sponsorships – Jose will work with AMI to send out an email to open 2025 sponsorships opportunities. Siemens is interested in one of the prime sponsorships.

Responsibility – Tabled until January 2025.

Next Meetings:

2025 Board Calendar – Review of next meeting dates.

Next board meetings – Thursday, January 9, 2025, at 3:00 PM at McNamara's in Dupont with hybrid attendance offered.

With no further business, the meeting was **adjourned at 3:30 pm.**