

Arizona Society for Health Care Risk Management
Quarterly Business Meeting Minutes
Casa Grande, Arizona
August 24, 2012

1. Administrative Business

A. Call to Order

The meeting was called to order at 1:05 PM by Jeff Johnson, President.

B. Welcome to Members and Visitors

Jeff welcomed all and thanked all for their participation. Jeff had all present introduce themselves and what their position is to the rest of the members/visitors and sponsors/speakers.

C. Recognition of Sponsors

Jeff thanked all of the present and past sponsors and noted appreciation for their support. Jeff thanked HealthDox for their support as sponsors in the past and for the \$1000 sponsorship for today's meeting. HealthDox will provide a 30 minute lunch presentation for today's meeting.

D. Membership Demographics

Jeff informed the members that we now have close to 60 members. In today's handouts there were attached graphs demonstrating some of the 2012 member demographics such as, Areas of Responsibility, Organization Type, ASHRM Membership and Certifications, and Payment Method. Kathy Evans was able to run these from our membership information provided on the applications submitted. Jeff noted that our members had quite a mix of areas of responsibility and that the majority of the members were from acute care facilities/hospitals. 39 members belong to ASHRM and 20 are CPHRM certified.

2. Secretary's Report – Ann Lindner-Little

A. Review and Approval of Minutes

Ann noted that the May 4, 2012 Business Meeting Minutes were completed and Kathy Evans distributed the minutes via email to the members for review prior to the meeting. A motion was then made to approve the minutes as written by Jeff Johnson. Motion carried.

3. President Elect's Report – Jeff Johnson for Joan Porcaro

A. Speaker Evaluations – May 4, 2012 meeting

Jeff reported on the following evaluations for the two speakers and the lunch discussion. The first speaker, Sister Margaret McBride from Dignity Health received excellent feedback and several members added a superb comment to their evaluations for her talk. It was noted that she was very motivational with a good message. The second speaker, June Leigh from CNA, also received positive feedback and comments such as good analysis of data and that the topic is a difficult one to present and became more interesting as the presentation progressed. The group discussion at lunch received good feedback and was noted to be good for networking opportunities. Overall general feedback from the group was that the breakfast was nice (better choice of foods was appreciated) and there were some suggestions for future topics such as RCA and Physician Practice Acquisition.

B. Remaining Educational Program Dates for 2012

-Nov. 9th: 8:30 AM – 3:00 PM

Jeff noted that for the next meeting we plan to have 3 speakers with breakfast and lunch, annual report, election results and board meeting to follow with new and current board members transition. John West is scheduled to speak on Case Law Updates and Kari Z. is scheduled to speak on Negligent Credentialing. Joan is still working on the third speaker.

C.2012 ASHRM Annual Conference

Jeff noted that the ASHRM National Conference is in Washington, D.C. at the Gaylord Resort From October 7 - 12 this year and asked for a show of hands of how many planned to attend.

4. Treasurer's Report – Kathy Evans

A. Financial Statement

Kathy presented a copy of the Treasurer's Report as of May 4, 2012 representing a Balance forward of \$19,075.64. Kathy summarized our income and expenses for the group and noted the Ending Balance was \$16, 722.65.

5. Membership & Renewals – Tammy Willis

Tammy reported that we are low in our membership compared to last year and that we have approximately 63 current members with 10 of them being new members. Tammy has sent out a mass e-mail to all of our previous members to encourage and remind them to join and is open to suggestions from our members on how to increase our membership. It was noted that today we also received one new member and one renewal by Kathy Evans.

6. AzSHRM New Business – Jeff Johnson

A. Website Update

Jeff reported that he has been working with our new webmaster and the work is essentially completed on the update. The site has been changed from FrontPage to WordPress format and this has made the site more up-to-date and easier to work with forms and registration, etc. All of the forms and PayPal appear to be working well and Jeff encouraged the members to get on the site and go through the tabs and view all that is available for both members and non- members. Jeff also asked if any of the members would be interested in assisting the Web Master and Jeff with keeping the website updated as that would be helpful. He is working with Kathy Evans to get her as an assistant as well to assist in the site. Kathy Evans wanted to thank Jeff and Marsh for putting together today's educational binder as it makes a very professional product and that is done at no charge to our society.

B. Upcoming Election

Jeff noted that there have been some recent changes to our Board. Barry Jett (Board Director has moved out of state to accept a Risk Management position – congratulations to Barry). Tammy Willis and Liz Swan will be starting their second term year on the Board. Tammy will replace Barry so we will only have two board of director positions open because we don't want to have too much turnover in one year. Jeff noted that Kathy Evans has been doing a wonderful job as Treasurer and plans to run again for that position and others are welcome to run if interested. Ann Little has completed two terms as Secretary and will not be running for Secretary for the upcoming year so that is an open position on the Board that members are encouraged to run for. Jeff is the current President and will be Past President next year. Joan Porcaro is the President Elect and has just accepted a position out of state and moved but has expressed interest in staying on as President Elect and next year President and the year after that as Past President if possible. Jeff will need to check the bylaws on that issue and it is possible that will be an open position as well. Jeff noted that the nomination forms are on the table and out for anyone to nominate themselves or others for open positions. Per the bylaws we need the nomination forms back at least 30 days prior to the annual meeting on November 9th, in order to send out the ballot and allow for 30 days for the chapter's members to vote. We set a due date of September 21st to get the nomination forms back.

7. Miscellaneous – All

A. Prize Drawing

Jeff noted that for this meeting's prize drawing we have a full set of AzSHRM Pearls. Gail from Health Dox was chosen to perform the drawing and Liz Swan was chosen. We will continue to have prize drawing at each meeting.

8. Adjourn

- A. Having no further business the meeting was adjourned at 1:30 PM.

Respectfully Submitted by:

Ann Lindner-Little, Secretary AzSHRM

August 27, 2012