**Board Meeting**

**October 5, 2018**

**8:30am - 10:00am**

**Conference Call**

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| * Tim Slocum(present) * Mary Germann ( present) * Callie Andrews (present) * Bryant Cornett (present) * Jay Dennard (present) * Karen Manno (present) * John Henson, MD ( Not present) * Craig Honaman (present) * Matt Jernigan ( present) | * Ty Bozkurt ( present) * Marlene Sidon(present) * Larry Tyler (present) * Bobby Ryan (present) * Lynn Scroggins (present) * Doug Gregory (present) * Sepi Browning (present) * Sonja McClendon(present) |

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| **Agenda Items** | **Time** | **Responsible Party** |
| Welcome & Roll Call | 8:30am | Tim Slocum |
| Approval of Minutes  Mary, offered first approval  Jay offered second approval | 8:33am | Marlene Sidon |
| **Treasurer’s Report**  Strong net cash on hand between 31 and 36K. Need to add administrator time. P&L for each event is current to the last 60 days. Sponsorship line does not reflect the Heather Rohan dinner from Envision. Karen said we did get the check and it will be deposited this week.    Over budget on income level due to larger dues rebate and spending less due to event partnership. The Finance Committee will be coming up to set budget and orient new committee members. | 8:35am | Bryant Cornett |
| **Regent’s Report**  Focus on recertification and the timing of this last quarter. Do we have anyone who we would like to be nominated for appointment to an ACHE committee? As Regent, Jay can nominate 4 people.  HENS continue to be a challenge. Seeking collaboration with Board members to help complete visits to universities by next March. Is there an opportunity for our chapter to obtain awards of distinction at Congress?  **Action** to all- if on Board, continue to support funds for healthcare leadership. Will answer questions if helpful. | 8:40am | Jay Dennard |
| **Administrator’s Report**  Busy month with many events. Six events in Sept. Four events in October, supporting communications committee and membership committees with the tutorials. | 8:45am | Karen Manno |
| **Presidents Update / Announcements**   * Update from ACHE   Pleased to say that Mary, Jay and Dr. Henson did a great job in their sessions. We were very well represented. Chapter Leaders was a good session. Good networking and learning from other chapters.   * Chapter Dashboard-   Review of the dashboard, highpoints. Membership growth, we are 3 over the goal. BOG, we are 1 shy of goal for chapter. For global goal 10 shy. Achieve F2F attendee hours-we are lagging our goal and 2017 actual. This year we are doing 2 less cosponsored events this year than last.  Tim has emailed Terra to better understand the number and impact of any lag with data. September numbers will be turned in over the weekend. Report should refresh by Monday. Karen has calculated and we should be at 9.7  **Action:** Tim will investigate our involvement with Orlando and the Shingo institute this year as well as other cohosted events with Terra on numbers.  Karen will send list of events.  Lynn went to UAB conference. We got qualified, not F2F. Karen said it is included in our numbers.  Macon conference will give more hours. Mary suggested that we project out for the rest of the year.  Sepi asked what we need to provide people X hours/membership. | 8:50am | Tim Slocum |
| **Committee and Sub-Committee Reports:** |  |  |
| **Programs Committee, incl. Regional and Joint Programs**   * Audiovisual Needs- set up equipment list to set up our own AV. $1000. One month ROI. Ask to release funds to purchase microphones with lavalier and a projector to be up to date.   We have already invested in a AV switch, 2 chrome books, camera, microphone set , speaker, at 1069.00, asking for an additional 1K  For us to teleconference, we need to take over the AV. Plan to do further testing at Maggianos. No downside. We can return the equipment if it fails.  Jay expressed support. Karen said she would not be able to take over the staffing we would need another person. Sepi agreed.  **Motion to approve** the additional 1K expense for AV equipment - Jay first approval. Larry second approval. All said Aye.  Looking good for the rest of the year. Macon event set. | 9:00am | Doug Gregory / Lynne Scroggins |
| **Senior Executive Committee**  Survey back from Chuck Stokes, overall good. Several comments regarding the length as it ran over. Heather Rohan, very positive. Both went very well. Broke even. Most heard about the events via GAHE. Seems to be improved communication.  Upcoming Saunders and Woods event will be postponed. They have requested us to move their presentations to Jan/Feb. Will change the announcement to a future date. Plan for communication in the next week.  **Action:** Mary will speak to Bobby about his sponsorship about the event and how he wants to handle this.  Lunch with CEOs have gone well. Sept 20 people with Trent. So engaged, needed to wrap up.  Fellow event on hold. We have the venue for Nov 22; perhaps we want to consider another speaker.  Larry- still in discussion with Amato and Joe Swedish and waiting for dates. Need to consider other speakers. Mary looking for CEO MD.  Larry suggests a distinguished speaker series. Marlene suggested Clark Howard. Mary suggested putting ideas to the RAC.  CEO suggestions for next year. Paul Hensley, Callie Andrews, Shane George, Tripp Foundation perspective, Robinson CEO Core Partners, send ideas to Mary. | 9:10am | Mary Germann |
| **Growth & Satisfaction Committee**  Military to civilian workshop- smaller but a great learning opportunity. Good ratings. Two sponsors that covered the event. Augusta was a good central location. Two people came from Jacksonville. Definitely was a benefit. Recruiter present. Need more HR and resume review in the future. Need to market more with the military. Suggest more details finalized prior to the annual conference to promote this. Also, need a good contact with the military network. Most people heard about this via a connection or LinkedIn post.  Discussion about the need to raise the price to minimize no shows. | 9:20am | Ty Bozkurt |
| **Fellow Advancement Committee**  We are at 14 BOG Fellows passing. Anticipate we will have the goal by the end of the year. Matt is following up with the rest of attendees.  We needed to cancel the Macon event. Karen helped get the links to the two people we needed to cancel so that they can self-study. Looking at the option to post online so that it can be a reference.  **Action**: Matt and Karen will review.  Volunteer Medshare 12 attendees, 181 boxes. Rest of the year in Oct, Nov, Dec. | 9:25am | Matt Jernigan |
| **Career Development Committee**  Higher Ed network- speaking with GA State re event in mid-year. On task. Exciting news Emory has not had an active chapter and is new reenergized. Event planned with Emory. Planned for late fall. Nov kick off for Mentor program. Revised enrollment forms. Goal to get an increased number of mentors and mentees. Plan for the Oct newsletter. Next is planning the kickoff event.  Ask- can we plan the kick off early Nov. It would need to be the week of the 5th.  Discussion about alcohol, group of with cash bar but not for GAHE to provide. Group approved $750-1000 expense for event. | 9:30am | Sonja McLendon |
| **Sponsorship Committee**  Sponsorship email needs to go out and asked Karen to send. Karen requests content.  **Action:** Bobby asked for help on the hospital side. Mary and Callie, Jay will help. | 9:35am | Bobby Ryan |
| Physician Executive Committee | 9:40am | Dr. John Henson |
| **Communications Committee** –  Thanks to Ty. Military event amazing.  Routine maintained of communications.  Special activities- playbook and SOP under development. Good collaboration and goal to have contents complete the beginning of next year. Trying to have a couple of articles in the executive magazine.  Social Media campaign To help our growth and awareness. We want to facilitate sharing with networks. Newsletter will be posted with our content. End of October will be collecting contents for upcoming newsletter for physician committee and president.  Stats are increasing but slowly. Website hits continue to grow. New users continue to grow. New metric is the email blast open rate. Will look at newsletter and event emails and gain an average.  Tim asked if we had any other needs for communications. Jay asked if we monitor the hits on different sites and is it valuable. | 9:45am | Sepi Browning |
| **Nominating Committee / Strategic Planning Retreat / Board Transition**  Send out nomination slate earlier this week. Member at Large FACHE requirement. Great enthusiasm. Next step is to review committees and Member at Large and assign to committees. Planning retreat Dec 7 at Vinings Health park. Planning facilitator and call schedule. | 9:50am | Callie Andrews |
| **Outstanding / Other Business**  Outstanding item of updating the bylaws.  **Action:** Tim and Callie will set up a task force to address. | 9:55am | Group |
| Topics for Next Meeting(s) | 10:00am | Group |
| Conclusion & Adjournment | 10:00am | Tim Slocum |

Next Board Meetings:

* November 2, 2018, 8:30am