

WSHSC BOARD MINUTES
05/25/18

- Present: Alex Truchot, Marianne Klaas, John Stebbins, Judith Davies, Russell Snyders, Matthew Campbell, Liz Kindred (quorum confirmed)
- Unanimous approval of minutes from 12/08/17 meeting
- Membership - Judith
 - 18 current members; Pending Russell’s payment for BSI; Matt will check for DOH’s payment
- Web Site
 - Board list – Still missing Susan Leathers’ Bio; Liz will update photo and change treasurer to Jean
 - www.wahealthcaresafety.org - Please look at your board member bio and information and let Matthew know if changes are needed.
 - Old website on old platform. May need some external help to rebuild. Can find server options that won’t cost or minimal costs. Matt has a resource and can ask for estimate. May be nice to have options for others to access and update (e.g., Judith for membership).
 - Matt to take screen shots as a point of reference.
 - Our website is not dynamic, nor has to be. Primary usage is to check membership and put up handouts.
- Financial status report – sent electronically via Jean
 - Liz sent end of year 2017 report. \$15, 614.16 started January 2017.
 - Liz submitted taxes for 2017.
 - Jean misplaced debit card for WSHSC. She worked with BOA to cancel and reissue. She changed login and password for our accounts. Shared with Marianne who remains initial verifier each month.
 - Unanimous approval to send financial books off for formal accounting to Patricia. She works via drop box. Rates may go up. Liz will send Jean contact information. There may be \$50 off that no one can really find what is up that has been carried over for a few years.
 - Jean is sole check writer. Russell will get added as secondary check writer.
 - Unanimous approval of Liz and Jean’s reports.

Starting 2018 balance \$5864.68

Date	Deposits	Withdrawals	Posted	Comments
1/08/2018		91.26	√	Go.Daddy.com
2/15/2018	1650.00		√	
03/19/2018	96.80		√	
03/21/2018	96.80		√	
3/21/2018	700.00		√	
4/24/2018		500.00	√	Honorarium-Wren Hudes

5/10/2018		20.02	√	Food Reimbursement-Oly
5/10/2018		602.34	√	Speaker Expenses-Josh Weil
5/10/2018		71.50	√	Plaque-Alex Truchot
5/11/2018	800.00		√	

Current balance: \$7923.16

Incoming funds: \$3343.60 Outgoing funds: \$1285.12 positive balance of \$2058.48

CD \$9,749.88 Opened 1/13/2010; 9 months; Next maturity date 1/7/2019

- Review of 4/30/18 Program –
 - Big crowd in Everett yet Multicare was pulled off due to internal issue.
 - Topic great yet currently used a lot
 - Presenters were great
 - 5th Monday ok; will re-evaluate in future

- Plan 7/31/18 program (Valley Medical Center)
 - Changed to **Networking Breakfast** (not lunch) and **Safety Speed Learning**
 - Need to check with Jean if Valley can be venue and Marianne to check Swedish. If Swedish Cherry Hill, then WSHSC will validate parking. LNI Tukwila office may be available.
 - 8-9 networking breakfast. Then 9-12 rotate every 30 minutes; final report out by table lead and capture notes for website sharing
 - Each point person below will email Board status of securing speakers; Marianne will draft flyer.
 - Hazardous Drug Rule – need a different topic – USP800 was delayed. Federal Pharmaceutical Waste rule also delayed.
 - Finalize the following:
 1. Ligature Risk – Liz – experience with TJC at 4 Psych units; a lot of visuals may need some projecting
 2. Technology/Applications- Swedish’s Elaine Carty use of smart sheet and other apps; Jim Tritten??
 3. Bariatric Care of Patients- equipment, tools, lifts, LNI, John will check ergonomist; FGI 2018 new requirements; new terminology is Patients of Size; what’s new for tight exam room; getting out of cars. Russ will check with BSI.
 4. Security SVA, de-escalation, aggressive could ask Bo or John at VM. Marianne to ask.

- Open Forum- nothing further! Thank you everyone for being accountable and responsive.

- Adjourned 11:53am.