

WSHSC BOARD MINUTES

12/08/17

Reservationless-Plus toll-free dial-in number (U.S. and Canada): (866) 411-1198

Conference code: 2069882909

Leader PIN: 9136

Present: Alex Truchot, Marianne Klaas, Chad Fisher, John Stebbins, Judith Davies, Russell Snyders, Jean Borth, Larry Lee (quorum confirmed)

- Approved minutes from 09/20/17 meeting
- Membership - Judith
 - 2017 payments – all Board member dues are paid for their organizations
 - Have 27 current active organizations (and about 329 separate emails on distribution list that Judith updates with each program). This is a slight increase in membership- capturing Multicare.
 - Votes unanimously to keep dues at present cost structure.
- 2018 Board Members
 - Everyone agree to say on in current positions except Liz is handing Treasury over to Jean Borth starting Jan 2018. (This was unanimous election and approval via email). Board thanked Liz for her diligence and leadership these many years.
 - This is an Odd Year which means Liz is to coordinate with Alex to audit the 2017 books.
 - Marianne agreed to remain first receiver for electronic statements before sending to Jean. Russ agreed to stay on with check signing authority.
 - Marianne noted that when she reviews online statement, such as last month, she includes Alex in email notice if one of the checks is made out to her to address potential conflict of interest.
 - Once transition occurs, need to change Treasurer on the web site.
- Web site
 - Board list –Susan Leathers does not have a bio and this has been pointed out.
 - www.wahealthcaresafety.org - Please look at your board member bio and information and let Matthew know if changes are needed.
 - Is the membership list is up to date.
 - www.healthcaresafety.org – Update on site – it is down. Owner is asking \$1483.00 to purchase. Same price as last year. Board was not interested.
 - Do we want pictures added from programs on the website? Since we don't have permissions or oversight of the process, Board felt it was not a good idea to post pictures.
- Financial status report – Liz/Jean
 - Audit of the financial books to be arranged between Liz and Alex.
 - 2017 balance and report- Liz prepared a report. Everything looked stable. Because of one speaker to which we paid travel costs that amassed to a

slightly higher expenditure, all other costs remain the same. We have financial assets to contribute to programs.

- 2018 dues unanimously voted to be kept the same.
- Liz will help Jean with 2017 tax filing.

- Review of 10/31/17 Program – first time we tried a Tuesday and it went well, most likely because it was a 5th date of the month without standing meeting conflicts. We saw some new faces and the feedback was positive. We did receive feedback to bring back Scary Pictures.
 - Liz is sending honorarium for Jeanne Ryan (via Marianne who will send a thank you).

- Board brainstormed topics for 2018 and wanted to keep on a 5th date of month even if not a Monday or Friday. The following are the tentative agreements and Marianne will create a hold the date flyer. Need fast work for January 29th is Russ can pull from BSI developed program. Alex to get a 30 minute conference call together first week of January to finalize January 29th and see what each of us may have been able to secure for possible speaker(s) for April 30th.

- **Monday, January 29, 2018**

- ***Building the Business Case to Invest in Safety Program***

- ***Real Cost of Injuries***

- Russ seeking webinar from BSI

- **Friday, April 30, 2018 (Kaiser Permanente Teleconference)**

- ***Emergency Management***

- Seeking speaker from recent MCI or Community Impacting Event (e.g., Vegas, Texas)

- **Tuesday, July 31, 2018 (Valley Medical Center)**

- ***Safety Speed Learning***

- Hazardous Drug Rule

- Ligature Risk

- Technology/Applications

- Bariatric Care of Patients

- **Wednesday, October 31, 2017 (Kaiser Permanente Teleconference)**

- ***Scary Pictures! Scary ADA Pictures! Scary Needlesticks!***

- ***Campus Halloween Costume Party***

- 2017 Elaine Carty Performance Improvement Award (Plaque + \$500 check) and Lew Brown Memorial Award Deadline is March 1, 2018. Present at the April 30th program. Need to promote!

- Everyone was thanked for a fantastic 2017 and all the volunteer time of expertise and commitment to healthcare safety. Happy Holidays to everyone!