



Board Meeting

2/15/13 HealthShare Montana Billings, MT

- **Attendees (In Person):** Tom Hering, Marcy Johnson, Candy Deruchia, Toni Wood, Charie Faught, Dave Nixdorf, John Osment, Marcie Reddinger, Deb Anderson, Damien Brockel
- **Attendees (Distance):** Jim Aspevig, James Cox, Randy Hagerman, Luke Schneider
- **Board Members Excused:** Rita Spear

- **Previous meeting minutes**
 - The minutes from the 12/7/12 board meeting were approved.
- **Governance – Dave and Charie**
 - Goals
 - Board Membership (Advocacy Chair)
 - We are still looking for a Montana advocacy chair position since Luke has filled the position for Wyoming.
- **Financial – John**
 - The board received \$200 in registrations. Currently, the bank account balance sits at \$5181.56 but we will need to pay \$195 to MHA as well as some other miscellaneous expenses.
- **Membership – Deb and Kristin**
 - Goals – See attached membership report
 - Kristin has decided to bow out of the membership co-chair position. Deb will continue and Marcy will step in to help out until the Spring Conference. If anyone hears of someone who is interested in the position, please recommend them.
 - There are 4 new chapter members
 - The board would potentially like to purchase pens to give out at the Spring Conference. Marcie will research this. Also, Deb will bring the mouse pads to give out to new members.
- **Website – James and Damien**
 - See attached report
 - Marcie and Dave will research using TechSoup to get GoToMeeting or GoToWebinar for MT HIMSS since we are a nonprofit.
 - James and Damien will add wording for Wyoming to the website as well as post our open board positions.
- **Student Issues**

- Accreditation
 - There is a fairly low interest from other schools in Montana. HIMSS national is more focused on individual certifications at this point. Jim has reached the conclusion that he would rather focus on building student membership at this time.
 - We would like to spread more information to other schools in Montana about MT HIMSS. Toni will send out information to Deb at MSU-B.
 - U of M Follow-Up
 - Charie is working with Tom Gallagher from Missoula College to help bring in some of their students to the Spring Conference.
 - Luke will dig into what Wyoming schools offer in regards to Health IT programs to see if we have any potential student membership in Wyoming.
- **Communications – Marcy**
 - Goals
 - Marcy is making a newsletter to advertise HIMSS national and the Spring Conference
 - Toni will ask the Primary Care Association and MHA to see if they will send out communications as well.
- **Programs – Candy, Toni, Rita, and Tom**
- Goals
- Spring Conference 2013
 - Presenters
 - Matthew Jones will present a keynote address on Friday.
 - Luke Schneider was elected to do a presentation on compliance, Meaningful Use, and other regulatory issues.
 - Budget
 - To cut down on costs to ensure we aren't spending more than what we currently have in our bank account, the following are proposed are accepted:
 - We will bring our own projectors and Charie will bring a screen. We will also bring our own power strips.
 - We have two weeks before the conference to pick the food and two days prior to give the final count. We are planning on taking out the first day's lunch and afternoon breaks, but we may add these in depending on registrants and sponsorships.
 - Prime rib and ham were removed from the menu in favor of providing appetizers.
 - Toni will see if the Crowne Plaza will waive the fee for the tables for the vendors.
 - At this time, we are cutting out supplying tickets for drinks. We may add this back in.
 - We will need to cover rooms for 3 speakers who aren't vendors.
 - The board voted and approved to increase the budget to \$4500.

- We will offer one tier to vendors with plans to offer sponsorships. We will offer two keynote sponsorships at \$600 each, as well as lanyard, tote bag, breaks, reception, and lunch sponsorships.
 - Other Misc. Spring Conference Items
 - Marcy and Deb will work on getting the education sessions CPHIMS accredited.
 - Randy will make the hand-outs and other materials.
 - Damien and Marcy will man the registration booth Wednesday evening. Candy, Randy, Damien, and Marcie will man the booth Thursday morning.
 - Marcy will send out communications to members after the website is correct.
 - Career Center
 - Deb will approach a potential vendor who can post jobs, or this can go through the Montana Tech booth.
 - MT Flex Scholarship
 - Toni will update the MHA when the web and registration sites are ready..
 - Spring Conference 2014
 - Rita will contact Chico to see if they can secure dates.
 - Nursing Informatics Boot Camp
 - The program chairs will look at doing this Fall 2013.
 - Co-Sponsored Eide Bailly Events
 - IT webexes have been put on hold for now. As soon as they get together what the next ones will be, Deb will update us. She would like to register for CE credits for CPHIMS for these sessions.
 - Open Discussion
 - HIMSS National Event
 - Marcie has this set up at Mulate's Restaurant.
- **Action Items**
 - Marcie to research pens, lanyards and tote bags for the Spring Conference.
 - Marcie and Dave to research using TechSoup to get GoToMeeting or GoToWebinar for MT HIMSS since we are a nonprofit.
 - James and Damien to add wording for Wyoming to the website as well as post our open board positions.
 - Toni will send out information to Deb at MSU-B about MT HIMSS and the Spring Conference.
 - Luke will dig into what Wyoming schools offer in regards to Health IT programs to see if we have any potential student membership in Wyoming.
 - Charie to continue working with Tom Gallagher to bring in Missoula College students.
 - Marcy to make a newsletter to advertise HIMSS national and the Spring Conference
 - Toni to ask the Primary Care Association and MHA to see if they will send out communications as well.

- Marcy and Deb to work on getting the education sessions for the Spring Conference CPHIMS accredited.
- Randy to make the hand-outs and other materials for the Spring Conference.
- Deb to approach a potential vendor who can post jobs at the Spring Conference.
- Toni to contact MHA when website and registration site ready.
- Rita to contact Chico to see if they can secure dates for Spring Conference 2014.

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MONTANA *Chapter*

Membership Report

2/15/2013

- Membership Co-Chairs
 - Kristin Greenwald, MSN, RNC, Informatics Nurse at Powell Valley Healthcare (Wyoming)
 - 307-754-2267 ext 490, kgreenwald@PVHC.ORG
 - Deb Anderson, Eide Bailly Technology Consulting, Sheridan Wyoming
 - 307-751-1636, danderson@eidebailly.com
- Current Montana members – 102 (2 from Wyoming)
- Current Wyoming members not affiliated with the MT Chapter – 12
- New members added
 - December 2012 – 0
 - January 2013 - 4
 - Kurt Lott, USAF (Region 2)
 - Terrance McLaughlin, Missoula – Student member (Region 1)
 - Kevin Rosenjack, CMC (Region 1)
 - Rochael Teynor, CIC Advisory (Region 1)
- Regional List of members – Board Members for each region
- New member letter – Next Event – Spring Conference
- HIMSS Analytics Prospect list used for direct membership campaign
- **Membership Goals:**
 - Establish consistent member/non-member participation at all sponsored events.
 - Increase/maintain membership enrollment across the state of Montana and Wyoming
 - Continue to establish new affiliations and strengthen existing affiliations with groups which have a mutual mission as Montana HIMSS
- **Strategy:**
 - Provide high quality, accessible and affordable education events, furthering the core mission of Montana HIMSS.
 - Promote new membership/affiliation throughout Montana while advancing our mission to the existing membership/affiliates.
 - Use the attendance from the 2012 Spring Conference to establish baseline data.



**Web Chair Report
2/15/13**

Web Co-Chairs

- James Cox, Dir. Network Services, Community Hospital of Anaconda
▪ 406-563-9051, jcox@chofa.net
- Damien Brockel, System Consultant, Billings Clinic
▪ 406-657-3853, dbrockel@billingsclinic.org

• Website Updates since last board meeting on 12/7/12:

- 1) Homepage updated with new content
 - "Thank You" to Benefis for hosting 12/7/12 meeting
 - Details about MT HIMSS Spring '13 Convention (Save the Date)
- 2) MT HIMSS Blog removed
- 3) LinkedIn Follow Us link added to footer of all webpages
- 4) Need to add Schedule of Events update with Spring Convention details
 - Date & Location (city) have been added, no further details
- 5) Approved meeting minutes from 9/20/12 uploaded
- 6) Reordered list of meeting minutes to show most recent first
- 7) Quarterly Newsletter (Fall 2012) uploaded to website

New Items/Proposals:

- 1) New Photo Slideshow for each event with a link to it from the Photo Gallery page
- 2) Need to configure TeluSys registration for Spring 2013 Convention and update Schedule of Events page
- 3) Propose to add a new page on table of contents titled "Newsletters" and build out a new page in downloadable format to make multiple issues of the newsletter available by PDF download vs. html view of only one (current) newsletter. This would be similar to the Agendas/Minutes page.
 - Work started and validating, not yet published on website
 - Could start using when next newsletter is published
- 4) Are we happy with current homepage photo or should be add new content routinely?

• LinkedIn Group Updates since 12/7/12:

- 1) As of 2/12/13, current member list is 33
- 2) Shared link to Quarterly Newsletter (Fall 2012) on website

New Items/Proposals:

- 1) Following setup of TeluSys registration on website for Spring 2013 Convention, we can share a link to this page on our website on LinkedIn