



Board Meeting Minutes  
Billings, MT  
9/26/2014

**Attendees:** Jim Aspevig, Tom Hering, Tawne Sabin, Dave Nixdorf, Damien Brockel, Ben Power, Kathy Boelter, Deb Anderson, Charie Faught, Marcie Reddinger, Marcy Johnson

**Attendees (via teleconference):** James Cox, Toni Wood

- Approval of Previous Meeting Minutes
  - Typing error: from 9/4 minutes – HTS not HCS
  - Motion to approve made by Tom Hering. Seconded by Deb Anderson. Unanimously approved.
- Governance
  - Policies/Procedures
    - Charie provided the National HIMSS policies for the boards review. At our next meeting, we will dive into the creation of Montana-specific policies/procedures.
- Programs
  - Start planning for spring conference next week. This to include Deb, James, John, James, Randy, Chantel Anderson, and Marcie.
  - HTS has not scheduled but has discussed the next 3 webinars. This will include the flexibility rule in October and security risk assessments in November. Marcie motions to approve HTS webinars through April 1<sup>st</sup>. Tom seconds the motion. Unanimously approved by the board.
  - Nursing Informatics Boot Camp
    - The Great Plains HIMSS Chapter will be holding the boot camp February 12-13 in Deadwood. Cost is \$595 per attendee (does not include hotel or travel expenses). Up to 40 attendees can attend. Deb would like to develop a sponsorship for this with the requirement of being a Montana HIMSS chapter member. Also, include a requirement that the sponsored member must come back and report to the chapter on how good the program/education was. The board unanimously agrees to proceed. Jim, Marcie, Ben, Damien and James to serve as the selection committee.
  - MHA Fall Conference
    - 3.5 education credits were offered between all the sessions and the ACHE conference.

- We need to send thank-you's to our conference speakers. Marcy will do this.
  - Full day retreat for planning
    - The program committee will hold a ½ day retreat to strategically plan the next few years of education. They will follow-up with this.
  - Advocacy
    - Nothing to report at this time.
  - Program Committee
    - Melanie Swenson is interested in helping out with the vendor sponsorship side. Deb to follow-up with this.
- Financial
  - John finished the financial report for 2014. James, Tom, and Marcie to review and sign off for the annual report.
  - Budget
    - Added money for board education expenses for board members who need to be reimburses for their expenses.
    - Convention – decreased food expenses and allocated money to part time help as well as barcoding.
    - Budgeted for 3 additional mixers with speakers
  - Sean McNamara (Malmstrom) contacted Charie to setup scholarship fund for students under the name of Grey Osment.
  - Dave mentions potentially investing money. Tom to look into potential options.
- Membership
  - Mixers – Mike would like to hold the first one at Malmstrom. He is still researching this.
  - Ben would like to renew the list of members who don't renew their membership on a monthly basis in order to reach out to them to get feedback on why they aren't renewing.
- Communications
  - Marcy sent out the last email for MHA.
- Web
  - Please send any photos or presentations from the MHA Fall Conference so he can load them to the website.
- Student Relations
  - No report at this time
- Action Items
  - Program committee to meet to start planning spring conference.
  - Deb to develop sponsorship application for the Nursing Informatics Boot Camp.
  - Marcy to send thank-you notes to the speakers at MHA.
  - Deb to follow-up with Melanie Swenson for her assistance with spring conference.
  - Tom to look into potential options for investing money.

- Anyone with photos or presentations from MHA, send them to Damien.