

September 2017 CAHL Board Meeting Minutes

Topic	Status	Notes/Discussion
<p>Welcome, Roll Call and Approval of Minutes</p> <p>Laura Hill Temmerman</p>	<p>Laura called the meeting to order at 4:32pm</p> <p>Confirm attendance and approve August meeting minutes. Review August action items.</p>	<p>Laura, Toby, Andrew, David, Melanie, Kieran, Christos, Darrielle, Mohit, Matt, Jason, Melanie, Erick, Jillian, Mike, Joe, Patrick, Ruth, Tamara</p> <p>BOARD MOTION: Motion to approve the August minutes by Christos, 2nd by David. All in favor, no one opposed. Minutes approved.</p> <p>Follow up on action Items: Laura to send out link from Annual Meeting – slide deck has been sent out with links – Complete Submitting nominees by Sept. 25th.</p> <p>Edits for August Meeting minutes: Regarding Fellows, 19 is the target. Should read we are at 12 Fellows currently. Tamara will revise and send to Andrew. – Complete</p>
<p>Board Recognition</p> <p>All</p>	<p>Round robin highlighting board & chapter accomplishments</p> <p>Chapter Leaders Conference Update</p>	<p>Shout out to those involved on the Aug 31st program – a lot of great feedback.</p> <p>Thank you to Toby, Melanie, Erick Berry and Ehren for representing CAHL at the Congress Leaders Conference in Chicago.</p> <p>Laura recognized Joe DeLuca and thanked him for being a long standing member – developed many traditions and has really partnered with so many committees. Joe will be transitioning off the board at the end of the year. Laura expressed her appreciation of the time CAHL has had to develop his transition plan. He has brought a level of accountability and all the work he has been involved in both locally and nationally. He was thanked for the development he has given to his peers and CAHL would not be where we are without him. He’s been a great role model.</p> <p>Joe thanked Laura for the kind words – he will continue to contribute with the tradition of paying it forward.</p> <p>Toby provided an update on the Chapter Leaders Conference. Highlights:</p>

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		<ul style="list-style-type: none"> • Great innovative panel on Diversity & Inclusion. • ACHE Strategic plan for 2018 should be out in March, 2018. • When compared to other chapters, CAHL is continuing to be a leader and others wanted to know how to form LPC's etc. • Connected with HCE/Harry Sax and some other good connections. <p>Melanie added that it was good to hear from other chapters and how to make improvements and how to partner with other groups on programs. Toby will share slides with the board with additional information. Ehren shared the discussion on IT and information for a mobile app – more to come.</p>
Data Review Laura/Mohit	Review current data report	<p>Corporate performance objectives discussed – 15 Fellows currently with the target of 19. ACHE is aware of issues with the information on the Dashboard. CAHL is currently at 6 Face-to Face credits towards target of 7 credits Drop in membership – possibly due to Fellows moving out of area. Members Needs Survey – 4.1 target from ACHE, CAHL came in at 3.7 mean score. Still doing well overall.</p> <p>ACTION ITEM: Mohit to create trend analysis of what our members are trying to tell us from past surveys.</p> <p>Plan is to spend time during October meeting to go over information further leading into the Strategic Planning meeting.</p> <p>ACTION ITEM: Laura to email board the 2017 member needs survey results</p>
Requested Committee Discussions Toby	Executive & Nominating Committee - Board Nominations	<p>Results from the August Executive Board meeting: Andrew - President-Elect Melanie - Secretary Ehren - renewing role as Treasurer</p>

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		<p>The following current board members plan to renew another term for 2018 through 2019: Renewing:</p> <ul style="list-style-type: none"> • Christos Arvanitis - HEN • Kim Brown Sims - Sponsorship • Ruth Cieri - Military Outreach and Communications • Bonnie Panlasigui, FACHE - Diversity & Inclusion Committee • Patrick Ramirez - Central Valley LPC • Baljeet Sangha, FACHE <p>On 9/11/2017 the Exec Board reviewed the nominees submitted and recommended the following slate for review and approval by the board: New Board Members:</p> <ul style="list-style-type: none"> • Kimberly Bleichner-Jones, FACHE • Lillian Chan, FACHE, Bay Area LPC • Nick Cline • Jessica Gruendler • Joleen Lonigan, FACHE - Clinical Leadership • Eric Meyer - Sacramento LPC • Jillian Springer, FACHE – CDTC <p>BOARD MOTION: Darrielle motioned to approve the new and renewing board member nominees, Mike Brokloff 2nd, no one opposed, all in favor. Approved.</p> <p>Toby confirmed that all nominees have been notified about the vote. Laura summarized that there are seven (7) new nominees, six (6) renewing and nine (9) who will be transitioning off the board. If all accept, CAHL will be at 27 total board members. A net loss of 3 board members.</p> <p>Toby and Tamara will work on the vote and testing.</p>
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<p>Executive Board Report</p> <p>Executive Board</p>	<p>Financial review by exception, announcements, upcoming items for further review</p> <p>Scholarship Update</p>	<p>Toby reported on the information being put together for orientation. Asked the board to please let him know if there are topics to include during orientation that would be beneficial. Gerry Berish will be attending and Tamara will join via Skype.</p> <p>TABLED ITEM: Scholarship update moved to next month.</p>
<p>Regent's Report</p> <p>Erick Berry</p>	<p>Updates from national and Regent announcements</p>	<p>Erick reported on the Fall meeting District 5 agenda – Strategic plan overview and provided feedback. Reinstatement of lapsed members was discussed and the initiatives in place and how to support the chapters. Preventing the lapsing in the first place - auto renewal was discussed. Member survey to prevent lapsing. Board Manual/CAHL already has it in place. Next performance operations priorities were discussed. Might have a new member initiative. New member contact performance for 2018. Erick reported on student scholarships and student essay awards for undergrad and grad programs between \$1-3k. Can share with HEN schools. Want to make sure students are aware of the post student fellowship which has an annual salary. For HEN members.</p> <p>ACTION ITEM: Laura will get the lapsed member list out to board to see if they know anyone and can personally reach out to them.</p>

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<p>Committee Report out</p> <p>Bonnie, Laura, Kieran & Katie</p>	<p>Diversity & Inclusion Executive/Nominating Volunteer Recognition & Awards</p>	<p>Kiran reported on Volunteer Recognition & Awards Annual Awards meeting- Volunteer of the Year went to Lillian Chan. Exciting to have her join the board. Year to date: 26 new volunteers Strategic Plan – accomplish awards management goals for 2018. Recognition – request to board members to update their volunteer information.</p> <p>TABLED ITEM: Diversity & Inclusion report out pushed to next month as the committee leadership was not on the call.</p> <p>Laura reported on Executive/Nominating: Making sure we are staying on track with timing. Excess funds were discussed and making sure the allocations are on target with needs.</p> <ol style="list-style-type: none"> 1. Annual Report – in process with graphic designer for inaugural distribution this fall. Moving forward, will be created beginning in March for release in May prior to start of ACHE Member Needs survey 2. Award Nominations – Chapter Awards, Service Awards and Regent’s Awards recognized at Annual Event August 16, 2017 3. Annual Meeting Preparation – successful event in August with Governor Anthony Armada as guest presenter 4. Board Nominations – underway with discussion in 9/21 board meeting and voting process with membership to run through end of the month Identifying use for extra funds for appropriate use which we did in Spring. Two day program target in early March next year. 5. Board Orientation – to be held November 4, 2017. Planning, materials and development underway 6. Budget Cycle – Finance Committee leadership to bring materials and info to committees to begin budget process in October 7. Strategic Planning Session – to be held December 2, 2017. <p>Networking receptions following both Strategic Planning and the orientation meeting.</p> <p>Christos gave a HEN update. Lots of events the past couple months. The</p>
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		<p>response has been great with participation and board members speaking to the students. Thank you.</p> <p>Looking at doing a Northern California College Bowl. Interest due to schools like Berkeley and others who don't want to make the drive to LA. Good way to get their feet wet and get them down to LA or host the entire Western Region CB in Northern California in the future.</p> <p>Christos is thinking of doing a poll for interest and the Northern California College Bowl would not conflict with the Western Regional CB – just a prep program.</p>
<p>Treasurer's Report Ehren Hawkins</p>		<p>Review of August financials occurred.</p>
<p>Meeting Adjourned</p>	<p>Meeting was adjourned at 5:30pm</p>	