

July 2018 CAHL Board Meeting Minutes

Topic	Status	Notes/Discussion
<p>Welcome, Roll Call and Approval of Minutes</p> <p>Toby Marsh</p>	<p>Toby called the meeting to order at 4:30pm</p> <p>Confirm attendance and approve June Board meeting minutes. Review action items.</p>	<p>Toby Marsh, Laura Hill Temmerman, Jason Lee, David Akinsanya, Eric Johnson, Melanie Toutai, Jessica Gruendler, Andrew Pete, Darrielle, Nick Cline, Ian Carson, Joleen Lonigan, Lillian Chan, Jillian Springer, Erick Berry, Gary Kroyan, Christos, Tamara Dilbeck</p> <p>BOARD MOTION: Approval of the June minutes- motion to approve by Gary, David 2nd. All in favor, minutes all approved.</p> <p>Review Action Items:</p> <ul style="list-style-type: none"> • Member Advancement Committee to make calls to reach out to members who are eligible to advance. Email went out - closed • Lillian will reach out to Tamara for F2F and Annual Awards - closed
<p>Moment of Gratitude</p> <p>All</p>	<p>Round robin highlighting board & chapter accomplishments</p>	<p>Laura thanked communications committee and volunteer leadership for the newsletter – looks amazing. Elevated visibility for chapter.</p> <p>Erick thanked the HEN committee for meeting goals and activities</p> <p>Jason thanked fellow chairs for the CAHL scholarship help and members that participated. Co-Chairs of HEN and non-members.</p> <p>Toby thanked Melanie and Andrew for the support while he was on vacation.</p>

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<p>Data Review</p> <p>Mohit</p>	<p>Data Report Update</p>	
<p>Chapter Leaders Update</p> <p>Toby</p>	<p>Attendees Confirmed</p>	<p>Happy to announce that Andrew, Eric Johnson, Eric Myers and Gary will be attending Chapter Leaders conference this year. ACHE reached out to CAHL for a presentation and Eric Myers will head that up.</p>
<p>On Location Event 2019 Update</p> <p>Toby</p>	<p>Event Updates</p> <ul style="list-style-type: none"> • March 14-15 Professional Burnout in Healthcare: Lead Your Organization to Wellness 	<p>Scheduled for March 13-14, 2019</p> <p>Flyer completed/invites to go out tomorrow.</p> <ul style="list-style-type: none"> ➤ \$500/pp for 12 ACHE Face-to-Face credits ➤ 40 participants allowed ➤ Same location at last time - UC Davis Medical Center ➤ Looking for sponsorships- Estimate of costs \$20,000 to host the event

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<p>Committee Report Outs</p> <p>Darrielle/Jillian</p> <p>Eric J./Ruth</p>	<p>Career Development & Transition</p> <p>Communications</p>	<p>Career Development report:</p> <ul style="list-style-type: none"> • Exploring other avenues with the career mentoring program and focusing on specifics. Looking at other models to see what others are doing. • Continuing with the open position list serve. • Contributions to quarterly newsletter are going well. • Marketing – one page flyer distributed at programs. • Career Edge collaboration with ACHE/CAHL and how we can improve. • Looking to do a F2F event in Oct/Nov in Walnut Creek and a Diversity & Inclusion veteran’s event in Napa Valley area. • Grant Davies rescheduled for November 30th. <p>Action Item: Darrielle will connect with Tamara on using Mail Chimp for the list serve.</p> <p>Communications Report:</p> <ul style="list-style-type: none"> • Annual report was a success – worked with Caleb. • Newsletter – Caleb again with a fresh new design. Going forward will stick with that format and process. • Publishing timelines adjusted a bit to be more aligned with the Regent newsletter. • Eventbrite and Mail Chimp update – thank you Tamara they are up and running. • CAHL website – everything is live. Great positive feedback from sponsors and members. • Relationship with Eric Reynolds to be continued to fine tune projects. • Thank you to Sachin for helping out with Website and Cherese for working on newsletters with Tina. • Areas of focus – website needs, photo galleries and video recordings uploaded. Thank you David for help with the video process.
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		<p>Eric asked for chairs to continue sending in their photos from the programs</p> <p>Action Item: Gary will work with Tamara on the Annual Awards flyer clarification</p>
<p>Regent's Report Erick Berry</p>	<p>Updates from national and Regent announcements</p>	<p>Report on District 5 meeting held on July 11th – going over strategic planning (2 years into a 3 year cycle).</p> <ul style="list-style-type: none"> ○ Progress on Engagement and awareness was discussed as well as Education and safety labs. ○ Collaborations that have been occurring and continued physician development were highlighted. ○ Reviewed ACHE finances and recent audit – found to be acceptable. <p>ACHE corporate office moved on May 9th – new mailing address.</p> <p>Board retreat will review think tank session with Early Careerists.</p> <p>Western Region 13% completed with Annual requirements – CAHL leading. Lapsed members – campaign 343 CAHL lapsed members – goal to reinstate 86 - at 64 currently. Need 19 more – making progress.</p>



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<p>Finance Report</p> <p>Ehren Hawkins</p>	<p>CAHL Board Financial Review/Updates</p>	
<p>Executive Board Report</p> <p>Toby</p>	<p>CAHL Exec Board Updates</p>	<p>Toby reviewed the current Dashboard</p> <p>Highlights:</p> <p>Achieve 598 members who pass the BOG exam – target is 20 (currently at 3)</p> <p>Achieve 525 Face-to-Face attendee hours (145.5 currently)</p> <p>Continue moving the Annual Meeting and the recognition.</p>
<p>Meeting Adjourned</p>	<p>Meeting was adjourned at 5:19pm</p>	<p>Toby thanked everyone for their time.</p>



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