

October 2018 CAHL Board Meeting Minutes

Topic	Status	Notes/Discussion
<p>Welcome, Roll Call and Approval of Minutes</p> <p>Andrew on behalf of Toby Marsh</p>	<p>Andrew called the meeting to order at 4:30pm</p> <p>Confirm attendance and approve September Board meeting minutes. Review action items.</p>	<p>Andrew Pete, Laura Hill Temmerman, Jason Lee, David Akinsanya, Melanie Toutai, Ian Carson, Joleen Lonigan, Rachel, Baljeet, Kimmie Belcher-Jones, Lillian Chan, Erick Berry, Ehren Hawkins, Ruth, Ryan Peck, Jillian, Darrielle, Tamara Dilbeck</p> <p>BOARD MOTION: Approval of the September minutes- motion to approve by Joleen, Jason 2nd. All in favor, minutes all approved.</p> <p>Review Action Items:</p> <ul style="list-style-type: none"> • Tamara sent out newsletter - complete
<p>Moment of Gratitude</p> <p>All</p>	<p>Round robin highlighting board & chapter accomplishments</p>	<p>Andrew thanked everyone for voting in the 2019 elections. Congratulations to Baljeet for Regent 2019-2021 (3 year term) Erick – thank you for all your support for the past three years Andrew thanked the board – fantastic year (website, live stream, annual report, revising the newsletter)</p> <p>Laura congratulated everyone for the membership outreach – met goal of 25% reinstating inactive members (90 members reinstated).</p>

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<p>Data Review</p> <p>Mohit</p>	<p>Data Report Update</p>	<p>Tabled to next month</p>
<p>Upcoming Events</p> <p>Andrew Pete</p>	<ul style="list-style-type: none"> • Board Orientation (UC Davis) ○ Networking: • Board Strategic Planning (Queen of the Valley) ○ Networking: Eleven Eleven Winery • On-Location Event in 2019 (cont. discussion) <p><u>Professional Burnout in Healthcare: Lead Your Organization to Wellness (Michael E. Frisina, PhD with the addition of Harjot Singh, MD)</u></p>	<p>Updated calendar invite will be going out for the board orientation. Finalizing the agenda. LPC's will meet beforehand. New board members arrive at 10am. Existing board arrive at noon. Followed by a networking event.</p> <p>December 1st - Strategic Planning session will be to finalize the 3 year strategic plan for ACE. Followed by a networking event at Eleven Eleven Winery.</p> <p>Melanie will send out updated calendar invites.</p>

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<p>2019 Board of Directors Voting Update</p> <p>Andrew Pete</p>	<p>Update on 2019 Board votes</p>	<p>Voting was open for two weeks. Concession on new group for 2019 term. Google voting process was smooth and the LinkedIn links were helpful</p> <p>Notification that Jessica will step down as Co-Chair of Sponsorship Eric Myer will step down Co-Chair Sac LPC – relocating to SoCal.</p>
<p>Committee Reports/Proposal</p> <p>Ryan Peck</p>	<p>LPC</p>	<p>Very successful year thus far. LPC's strong and looking for more opportunities for members. Working on identifying the F2F templates (topics) for next year and they will be finalized during Strategic planning session. Will work on CEU opportunities in 2019 (Ryan and Joleen to work offline)</p> <p>CAHL was the first chapter to live stream events.</p> <p><u>Educational and networking events through January- October 15, 2018</u></p> <ul style="list-style-type: none"> • Bay LPC: 5 Networking, 4 LFL, 4 F2F events • Central Valley LPC: 1 Networking, 1 F2F event • Sac LPC: 5 Networking, 4 LFL events, 6 F2F events • ALL: For CY 2018, Activity with partner organizations continues to be very strong (HFMA, Hospital Council, ACHE National, National Readmission Prevention, and many other groups) <p><u>Key upcoming events:</u></p> <p>Sac LPC:</p> <ul style="list-style-type: none"> • Fall Networking Event after Meet the Board (11/3) • LFL with Grant Davies (11/30) <p>All:</p> <ul style="list-style-type: none"> • CAHL Board Orientation (11/3) • CAHL Strategic Planning Session (12/1)

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		<p>Strategy</p> <ul style="list-style-type: none"> • Plan early for CY 2019 events to market to CAHL membership • Continue to drive event attendance through personal outreach • Continue to keep costs low through finding local partners for networking events and LFL event hosts • Connect with first-time event attendees and discuss the value of membership, follow up email to invite them to their second event
<p>Regent's Report Erick Berry</p>	<p>Updates from national and Regent announcements</p>	<p>Erick thanked Laura on effort for reinstatement of members (90 members). Sac LPC- Ryan/Eric Hospital Council summit well received– thank you</p> <p>Tuition assistance is now online – ACHE Links are live. ACHE – November 27th giving Tuesday Consider giving to the foundation for Executive fund for leadership (i.e. tuition assistance, Clusters, Congress).</p> <p>Working on Collaborative programs for interns. Erick needs assistance and looking for another organization for East Bay to partner with a health care org to partner with interns (based on college credit/no compensation).</p> <p>HEN Co-Chairs – request from Sac State to co-brand with CAHL on upcoming panel program on November 7th.</p>

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<p>Finance Report Ehren Hawkins</p>	<p>CAHL Board Financial Review/Updates</p>	<p>Budget vs Actuals \$57, 928 brought in thru end of Sept. spent 91k Currently \$33k negative operating margin. (due to one-time expenses) CAHL need to keep one year of reserves due to policy so might need to revise it. \$5,500 budget for sponsorships – will show in October report. Action Item: Eric to upload UCSF Logo to the website</p> <p>\$1,000 in event revenue \$11, 545 in expenses (Annual Meeting, events, Chapter Leaders Conference) Loss of \$10k in operating for month of September 80k total in accounts. 2019 Budget submissions due to Ehren before Thanksgiving.</p>
<p>Executive Board Report Baljeet</p>	<p>CAHL Exec Board Updates</p> <ul style="list-style-type: none"> • CAHI Fleece Jackets 	<p>CAHL Swag – Fleece Jackets for board members (outgoing and incoming) co-branding of CAHL and ACHE.</p> <p>Hoping to have jackets in time for board orientation or strategic meeting.</p>



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Meeting Adjourned	Meeting was adjourned at 5:18pm	Andrew thanked everyone for their time.
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