

February 2020 CAHL Board Meeting Minutes

Topic	Status	Notes/Discussion
<p>Welcome, Roll Call and Approval of Minutes</p> <p>Kim Brown Sims</p>	<p>Kim called the meeting to order at 4:35pm</p> <p>Confirm attendance and approve November Board meeting minutes. Review action items.</p>	<p>David Akinsanya, Sherie Ambrose, Michael Angelillo, Navi Atwal, David Bettencourt, Kimmie Bleichner-Jones, Mike Brokloff, Kim Brown Sims, Ruth Cieri, Darrielle Ehrheart, Rachel Faber, Luis Fonseca, Mohit Gulati, Larua Hill Temmerman, Eric Johnson, Joleen Lonigan, Alice Nguyen, Laura Perez Ehrheart, Andrew Pete, Baljeet Sangha, Nikhil Singal, Christina Slee, Melanie Toutai, Ronnie Yamanaka, Brenda Captain, Sachin Gangupantula</p> <p>BOARD MOTION: Approval of the January minutes- motion to approve by David Akinsanya, Sherie Ambrose 2nd. All in favor, no one opposed - minutes approved.</p>
<p>Moment of Gratitude Best Practice</p> <p>All</p> <p>Navi Atwal</p>	<p>Round robin highlighting board & chapter accomplishments</p> <p>Best Practice</p>	<p>David Bettencourt recognized Navi for her efforts with CAHL Congress. Navi recognized Sachin for his help with CAHL Congress efforts. Joleen recognized Dr. Fayola Edwards-Obeja for her help in getting the panelists/moderator for CAHL Congress Andrew congratulated the entire board for the 2019 Chapter Merit Award from ACHE.</p> <p>Shared two Books: Talking to Strangers by Malcolm Gladwell & How to Win Friends and Influence People by Dale Carnegie.</p> <p><i>Talking to Strangers:</i> Explores why our interactions with strangers often go wrong, why we have a hard time making sense of strangers, and why our understanding of strangers is often wrong. Provides insight into what we should know when we interact with people we do not know.</p> <p>Lessons: 1) Check on your “default to truth”. 2) Understand cultural trends and shifts. 3) Learn not to rely on your ability to detect facial expressions accurately. 4) Who bares the blame?</p> <p><i>How to Win Friends and Influence People:</i> Share lessons on influencing, handling and winning people.</p> <p>Lessons: 1) Avoid criticizing, condemning, or complaining. 2) Give honest and sincere appreciation. 3) Be a good listener. 4) Try honestly to see things from the</p>

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		other’s view. 5) When wrong, admit it quickly and emphatically. 6) Show respect of other ideas and opinions. 7) “Be hearty in your approbation and lavish in your praise.”
Executive Committee Updates Kim	Updates from Executive Committee Webex Recording of Board Meeting	Reminder of Congress California Chapter Combined Reception College Bowl in April CAHL Spring Mentorship program is being launched. Thank you to the CDTC for their work. ACHE Congress: Please join CAHL at the Chapter Merit Winners Luncheon on 3/24 and reception on 3/24 Board discussed capability of webex recordings of board meetings. BOARD MOTION: Approve use of Webex Recording of board meetings that will be shared upon request to board members using a private link. Meetings will be recorded with the understanding that recording will be paused at any point in time upon board member request. Motion to approve, Mike Brokloff – Second, Laura Perez Ehrheart. All in favor, none opposed. Motion approved.
Regent’s Report Baljeet	Updates from national and Regent announcements	Encourage everyone to sign up for ACHE Congress. 50% of RAC have either nominated themselves or a colleague to participate as a panelist/moderator at CAHL Congress.



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<p>Finance Report/2020 Budget</p> <p>Kimmie</p>	<p>CAHL Board Financial Review/Updates</p> <p>Approval of 2020 Budget</p>	<p>January, 2019: No Revenue Expenses: \$3,406.17 – (Administrative fees, newsletter) Loss of \$3,404.96</p> <p>Discussion of 2020 Budget and current financial policy. Board acknowledged that with the current 2020 budget we are not in line with the policy to maintain a minimum cash or cash equivalent reserves equal to one year of operating expenses. This this issue may resolve itself after CAHL Congress.</p> <p>BOARD MOTION: Motion to approve 2020 budget with board acknowledgement that the financial policy as budgeted is not being met. Continued discussion to occur after CAHL Congress. Motion by Darrielle Ehrheart. Second by Navi Atwal. All in favor. None Opposed. Motion approved.</p>
<p>Annual Meeting & Awards</p> <p>Navi</p>		<p>Since last update on January 16th, Committee:</p> <ol style="list-style-type: none"> 1. Began detailed Congress planning with Marriott event manager and team 2. Released CAHL Congress official logo, banner, and website 3. Released save-the-date communication <p>Next steps:</p> <ol style="list-style-type: none"> 1. Committees to submit panelists and moderator bios by 3/1 2. Release links to registration and hotel reservations at group rate 3/1 <p>Requested Board Action:</p> <ol style="list-style-type: none"> 1. Share save-the-date communication on social media (instructions sent on 2/17) 2. Share registration and hotel reservations (CAHL Congress link) when released on 3/1

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		<p>Board discussed CAHL Congress Event pricing. Andrew noted that CAHL By-Laws state annual awards event is to be a no-cost event to participants.</p> <p>ACTION ITEM: Kim and Sponsorship to follow up on lead for Gala Dinner Sponsor (IM).</p> <p>BOARD MOTION: Motion to approve pricing model pending sponsorship of Gala Dinner and continued conversation on Gala Dinner Only pricing. Andrew motioned to approve, Darrielle second. All in favor, none apposed. Motion approved.</p>
College Bowl	College Bowl Update	<p>4/5 College Bowl Reception 4/6 College Bowl Event'</p> <p>Chico, CSU East Bay attending. Possible Sac State & USF.</p> <p>Call out to volunteers on the HEN committee to go to event and assist with the undergraduate session. Flyers will be distributed by next week</p> <p>Kim & Jason had a call with HCE/SOHL and it was agreed upon that CAHL's cost to participate in reception and college bowl event will be based on a fixed cost per attendee.</p>
<p>Committee Reports/Proposals</p> <p>Mike/Ryan Nikhil Jason/Rachel/Alice</p>	<p>Sponsorship LPC HEN: Board Proposal</p>	<p><u>Sponsorship Report:</u></p> <p>Committee Objectives</p> <ul style="list-style-type: none"> ★ \$20k + in Sponsorships ✓ Re-vamp Sponsorship Structure => CAL CON ✓ Update Sponsorship Page => Simple tool for interested Sponsors <p>Committee Summary</p> <ul style="list-style-type: none"> ✓ Check out our sponsorship page (tab at top of home page) ✓ PLATINUM SPONSORS: UCSF & UOP ✓ Member Demographics – important to sponsors ✓ Clear grid of value provided for each level of sponsorship \$1.5k - \$5k. Major emphasis on CAL-CON

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		<ul style="list-style-type: none"> ✓ Additional CAL-CON only sponsorship level ✓ Identify target sponsor organizations: Education, Vendors, Recruiters, Healthcare organizations ★ Identify contacts / assign committee members to each ★ Additional “add-ons” for CAL-CON (specific event / reception / meal sponsorships) <p>Requested Board Action</p> <ul style="list-style-type: none"> ★ Funnel potential sponsor contact information to Mike B / Ryan P / “Become a Sponsor” button on Sponsorship page ★ Check out and Share info on our Sponsorship page ★ Greet sponsors recognized at Chapter events <p><u>LPC Report:</u> 25 committee members across 3 LPC’s LPC’s reporting to be on track for the 3/1 deliverables for CAHL Congress (panelists/moderators for 3 panels) 8 Learning from Leader events & 7 Networking events scheduled through November of 2020 Continued collaboration with HAAS and HFMA.</p> <p><u>HEN Board Proposal:</u> The HEN is requesting approval for the following adjustments.</p> <ol style="list-style-type: none"> 1. Change the student council tenure from calendar year to a “fiscal year” OCT-SEP. <ol style="list-style-type: none"> a. This change will allow for easier recruitment of the student council with the academic year starting in AUG/SEP time frame. Also will allow for greater continuity of the council across the summer for students that are typically on vacation over the summer. b. The substantive impact will be that the student council representative on the board will change midyear, asynchronous with the typical calendar year based schedule. 2. Provide preferential selection for student council members and scholarship winners for Mentorship program and career day pairing.
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		<p>a. This change provides additional value to the students that participate and win the scholarship. The result will be increase engagement and expected conversion to full ACHE membership. This change would coincide with additional post award responsibilities for the winners to advise the student council.</p> <p>b. The substantive impact will be operational for the mentor program and career day programs.</p> <p>3. CAHL to reimburse student memberships for the student council members.</p> <p>a. This change will be an enticement for students to join the council and increase engagement. Also will increase student memberships and likely conversion to full ACHE membership</p> <p>b. The impact is an increase of \$750 (\$75 x ~10 student council members) of the budget.</p> <p>4. Fund the first year of ACHE membership for scholarship winners, in addition to the cash award.</p> <p>a. This change would provide additional value to the scholarship winners, increasing interest and applicants. The result will be increase engagement and expected conversion to full ACHE membership. This change would coincide with additional post award responsibilities for the winners to advise the student council.</p> <p>b. The impact is an increase of \$250 (\$125 new member fee x 2 winners) of the budget.</p> <p>5. Change the chairmanship of the scholarship selection committee to a related committee (e.g., CDTC, Volunteer) to eliminate conflict of interest with HEN members.</p> <p>a. Because many of the best applicants to the scholarship are student council participants, this can cause a conflict of interest if a HEN member is chairing scholarship selection committee. HEN would still manage the application process and judge recruitment.</p> <p>b. The impact is a more impartial selection process but would require another committee to chair the selection process.</p> <p>Board discussed item #3. Proposal tabled for next month for further dialogue.</p>
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Meeting Adjourned	Meeting was adjourned at 5:44pm	Kim thanked everyone for their time.