

Minutes of the GSAHRMM Board Meeting
November 25, 2008
Board Room, Nix Hospital

Members Present: Mike Johnson, President, Francine Crockett, President-Elect, Marc Sager, Past President, Tina Hanson, Treasurer (Proxy), Tom Herrick, Anita Gutierrez, Tom Behrens, Richard Tondre Chad Fletcher, Larry Stallings (Proxy) and Darryl Lloyd. Members unable to attend were Cliff Healy, Jim Moreland, Webmaster, and Tom Baker.

Treasurer's Report: Tina provide the report information in hardcopy for the board's review. Mike Johnson reported the summary content from the report. The Frost Bank Account had \$3,521.57 as of November 24, 2008. This included deposits from miscellaneous dues, registrations, and the Gold Sponsorship (\$1500) from Owens & Minor. Approximately \$300.00 remains in the PayPal account. All debts to the San Antonio Plaza Club for the October education program were paid in full prior to this report.

Old business:

- a. Feedback from the October Education Survey. Francine Crockett provided the overview stating that 38 respondents gave high marks to all three presentations with positive comments. 59 attended the education program and general membership meeting. Some suggested future topics ranging from emergency preparedness, tabletop exercise, overview of rural hospital challenges, presentation skills, motivational presentation, and value analysis, were among those cited. Francine will provide a written summary electronically to the board, as well as post the summary on the chapter website.
- b. Discussion on January Education Program Presentation Topics. The board discussed topics identified from the survey to produce overall board guidance to the Education Committee. All present agreed that the focus for the January session should be on emergency preparedness and response. Francine Crockett will convene a committee planning session to arrive at the 3 presentation topics, format and presenters for the January program. The board agreed with idea of including emergency response scenarios in the mix. Francine will provide a summary of the results electronically to the board before locking in the final program agenda. GS1 and rural hospital challenges were briefly discussed as a possible topic for inclusion in the May program.
- c. Dates for the January and May '09 GSAHRMM Education Programs and General Membership Meetings. The board discussed and agreed unanimously to set the remainder of the 2009 combined education and general membership meetings at the Plaza Club for 29 January and 7 May 2009. All board members agreed for Mike Johnson to coordinate with the Plaza Club to schedule arrangements for both the dates and menus. The board asked for options in the menu that would off set the cost of parking. The board authorized Mike to sign the contracts and spend \$500 per date to lock in the reservations for the use of the Colonel's Room for each event. The board also authorized

Mike to spend an additional \$800 per date to meet the Plaza Club's advanced payment requirement 60 days out from each event.

d. CMRP Preparation Workshop. The chapter will run its first workshop for interested GSAHRMM members on 10 January 2009, at the TEAM-IE Conference Room here in San Antonio. The workshop will be free to current members. Each participant is encouraged to purchase the CMRP Preparation Workbook from AHRMM, although not required to take the class. Marc Sager is leading all arrangements and other recent CMRP members have agreed to co-instruct at the workshop. AHRMM is offering 100 CMRP Testing Scholarships for 2009 to the first 100 applicants. Those interested are required to apply on the AHRMM website by 17 December 2008. To be qualified for the scholarship, applicants must meet all qualifications posted on the website. Individuals approved for the AHRMM scholarship are required to sit for the CMRP exam within 90 days of application for the scholarship. The H & R Block Testing Center on I-10 is the location for testing here in San Antonio, available on a scheduled basis.

e. Status on the 2009 GSAHRMM Membership Drive. Mike Johnson reported that only 39 of a possible 132 former members and interested individuals have paid the \$35 membership dues. The number of paid 2008 members factored into the 2008 AHRMM Chapter Affiliation application was 48. If the 2009 membership computation points remain the same in the 2009 submittal, the chapter has to increase its 2009 membership by 30% and retain 80% of its original 48 2008 members, or 39. The board agreed to intensify efforts by encouraging the membership at large with personal contact from a board member. Mike Johnson will update all available contact information on the Chapter roster. Each board member will be assigned a specific number of prospective and renewing members to contact to encourage joining the chapter for 2009. Mike noted that positive recruitment is critical to in order to position the organization to achieve the Silver affiliation status for 2009. Our minimal target goal for chapter membership is 63. Our immediate recruitment target to reach that goal is currently 24 new or renewed members. AHRMM has yet to publish the 2009 Affiliation instructions as of publishing of these minutes.

f. Status of the 2009 Corporate Sponsorships. Tom Herrick reported payment of the \$1500 Gold sponsorship by Owens & Minor (included in the Treasurer's Report above). Both MEDLINE and Southwest Solutions have assured their sponsorship commitments and are working through their leadership to get the checks signed and mailed. Tom noted that Medline's \$1500 Gold commitment is likely the closest to approval. Southwest Solutions \$500 Bronze commitment will likely not arrive until after January 2009. Once the new business year is underway, the Membership and Sponsorship Committee will resume an active campaign to pull in other interested corporate sponsors.

g. GSAHRMM Newsletter Update. Marc Sager, Jim Moreland and Chad Fletcher have taken on the responsibility to produce the chapter newsletter. The board approved 3 issues per year as an optimal number of releases. Mike Johnson encouraged board members to get pictures and names for captions to these writers. Capturing stories and photographs of the National AHRMM week and other charitable events are key areas to

improve both the appeal to our readers and added points for the 2009 AHRMM Chapter Affiliation application. January is the next publishing month for the chapter's newsletter.

New business:

a. Anita Gutierrez led the discussion to encourage the board to consider ways to make the chapter more appealing and applicable to material managers in rural hospitals and facilities. Several options were discussed and the board agreed to pursue an invite to the 1st Choice meeting in January-February to present a briefing on the GSAHRMM chapter to those in attendance. The board approved select board members attending the Fredericksburg meeting. A primary objective is to gain input from those in attendance as to what the chapter could do to bring about more benefit professionals facing different challenges in the rural business setting. Mike Johnson and Francine Crockett will work with Anita to schedule the meeting through Jeff Nellis, 1st Choice.

b. The Education Committee will explore topics focused on materials management in rural hospitals and seek an acceptable topic for inclusion into the May 2009 education program.

Adjournment: There being no other business for the board, the meeting concluded at 9:17 a.m.

Michael G. Johnson
President, GSAHRMM