



TSHHRAE

TEXAS SOCIETY FOR HEALTHCARE HUMAN RESOURCES
ADMINISTRATION AND EDUCATION

Board Meeting Minutes

January 11, 2016

9:00 a.m. – 3:00pm

Members Present: Tammy Oehlke, Marcos Ramirez, Becky Stirzaker, Lisa Bibb, Mark Sherry, Eileen Brown, Dana Brandt, Teresa Westover, Kriss Gamez, Alex Hayman and Mark Taylor of CMP Management

- I.** Becky Stirzaker called the meeting to order at 9:02 am. Alex Hayman made a motion to approve the Minutes of the December 18, 2015 Board of Directors Meeting as presented. Tammy Oehlke seconded the motion and it was approved unanimously.

- II.** Mark Taylor provided a four year financial performance overview and noted that revenue and expenses had remained relatively flat over the past three fiscal years. The Annual Conference in November 2015 had a significant increase in revenue and net profit compared to the previous three annual conferences. The profit from the Annual Conference will allow TSHHRAE to budget for a net profit at the end of the year for all operations.

- III.** The Board reviewed the SWOT analysis from 2015 and updated the analysis. The Board identified the following as the key areas of focus for the organization in 2016:
 - a.** Produce another strong performance from the Annual Conference with a goal to increase attendance, revenue and net profit by 10%.
 - b.** Add two new program revenue options for the Salary Survey and increase the revenue from the Werling Salary Survey by 20%.
 - c.** Increase Membership by 10 %
 - d.** Increase access to education and networking events outside of the annual conference by adding three webinars:
 - i.** Webinar #1 – March 2016 – Subject – Salary Survey, Dr. Werling – Marcos Ramirez, owner

owner

- iii. Webinar #3 – September 2016 – Subject TBD – Kriss Gamez, owner
- e. Increase communications by adding a quarterly newsletter
 - i. February, May, August, October – Becky Stirzaker, owner
- f. Pursue ASHRAA affiliation recognition.
 - i. Mark Sherry will take the lead to review the ASHRAA recognition program and come back to the board in the February meeting as to what designation TSHHRAE should pursue and the next steps.

IV. Annual Conference

- a. 2016 Annual Conference will be held in San Antonio in November. CMP will confirm available dates with the Norris Center and the Doubletree hotel.
- b. Alex Hayman and Becky Stirzaker will take the leadership role for the Annual Conference focusing on content with Marcos Ramirez and Eileen Brown leading the sponsorship initiative for the conference.

V. Committee Assignments

The board discussed the assignments for the committee chairs and with the following recommendations:

- a. Education Committee Chair: Alex Hayman
- b. Legislative Committee Chair: Eileen Brown
- c. Bylaws Committee Chair: Dana Brant
- d. Communications Committee Chair: Becky Stirzaker
- e. Membership Committee Chair: Kriss Gamez with Mark Sherry as co-chair

Eileen Brown made a motion to accept the nominations of the committee chairs as presented. Mark Sherry seconded the motion and the motion was unanimously approved.

Being no further business Tammy Oehlke made a motion to adjourn the meeting, Eileen Brown seconded the motion and Becky Stirzaker adjourned the meeting at 1:49 pm.

The next Board meeting is schedule on Wednesday, February 17, 2016 at 7:30am.

TSHHRAE is an affiliate of the Texas Hospital Association
P.O. Box 29686, Austin, TX 78755
512.279.2892 office 512.857.7711 fax
smcvey@cmpmanagement.com