

# Meeting Agenda

## Board Meeting

### 12 November 2008 at 6:00pm ET

#### 1 Attendance

- Facilitator: Mary Armijo
- Invitees: Ray McIntyre, Rami Haddad, Mike Allman, Amy Kentera, Brandie Allen, Mike Jenkins

#### 2 Notes

- Roll call: Mary, Amy, Brandie, Mike A., Mike J., Rami
- Introductions: Brandie Allen and Mike Jenkins
  - Brandie gave a brief introduction and overview of her background
  - Mike discussed some of the initiatives he has been working on. He has been working on the evaluation of webinar applications and our website infrastructure
- Approval of minutes from last meeting: approved
- Mary and Rami started by discussing the SIGs direction for next year along with the objectives and approach:
  - Use our Healthcare SIG Mission Statement listed in the by-laws as our guide for 2009 Objectives. The objectives for 2009 are as follows:
    - Member involvement, education, and knowledge exchange
    - Continuing education to support certification and HC industry
    - Knowledge library for healthcare industry news, project management collateral, and community newsletter
    - Reduce attrition rate by 50%
    - Tools to enable the objectives such as technology and networking
    - Prepare for VCP: complete transition in 2010
  - Board Officers would like to meet with Board Directors bi-monthly to work together on how to achieve specific goals within each of the respective areas as that pertain to the overall HCSIG Objectives. It was proposed that we could meet for an hour twice a month with the directors outside of our monthly board meeting.
- Operational Report Updates were provided by Amy, Mike A. and Mike J. Attached are the slides for the respective areas.
  - Update from Director of Education:  
Training
    - Contract with SolutionQ has been signed and we have received our check.
- Rami provided the dates for HIMSS in 2009: April 4<sup>th</sup>-8<sup>th</sup>. Be sure to mark your calendars now. We would like all board members to attend. We will have a board retreat at this conference.
- There was some discussion around the 1-800-#s for the HCSIG use. The decision was made to eliminate the 1-800- #’s as we have access to cell phones, land lines, VoIP, as well as applications such as Skype. The Board felt that we could use that money in a more productive way.
- Introductions of the board members for 2009 will be done at next month’s board meeting held December 10<sup>th</sup>, 2008.