

**California Society for Healthcare Engineering, Inc.  
Board of Directors Meeting**

Conference Call

Date: July 30, 2004

Time: 8:00 a.m. – 9:00 a.m.

Present: Tim Rielly, chair; Bruce Peterson, vice chair; Patrick Silvestri, secretary; Tony Moddesette, immediate past chair.  
Board Members: Rick Barker, Manual Bravo, Dan James, Martin Schoonderwoerd, Vince Scoccia, and Gary Sparks.

Absent: Thomas Schipper; Ted Beshwate; Ken Gomes; Brian Madsen, and Michelle Malone-Keith

Staff: Joyce Jones and Roger Richter.

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>	<b>F/U DATE</b>
<b>CALL TO ORDER</b>	Tim Rielly called the meeting to order at 8:00 a.m.		
<b>PROOF OF MEETING NOTICE</b>	Confirmed.		
<b>ESTABLISH QUORUM</b>	Established.		
<b>APPROVAL OF AGENDA</b>	Approved.	Motion passed to approve.	
<b>APPROVAL OF MINUTES</b>	Meeting: April 28, 2004 Board minutes Meeting: May 14, 2004 Meeting: May 25, 2004	Motion passed to approve.	
<b>EXECUTIVE COMMITTEE REPORT</b> South Bay Counties  Staffing Report	Letter was read from Duane Oberquell offering support for the new chapter president Board discussed changing the Administrative Assistant title to CSHE Program Manager (exempt position), with the additional responsibilities of taking minutes and new state and chapter representative's orientation.	Board approved.	
<b>FINANCIAL REPORT</b>	Board approved financial report as presented in the packet. With the financial stability of the organization, funds can be spent for advocacy efforts to assist healthcare engineers.		





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<p><b>ASHE REPORT</b> Region 9 Election</p> <p>President-elect</p> <p>ASHE 2005 Annual Meeting</p>	<p>a) Rielly reported that the support letter for Martin Schoonderwoerd, CSHE San Diego Chapter President, would be mailed to ASHE Region 9 members on July 30<sup>th</sup>.</p> <p>b) Rielly requested support for Troy Martin, Region 8, for ASHE President-elect. Support letters to be sent to Region 9 ASHE members.</p> <p>c) Rielly reported that CSHE received the Gold Award at ASHE Annual Meeting in July. CSHE will be expected to be of assistance at the ASHE annual institute July 2005 in Anaheim.</p>	<p>a) Informational.</p> <p>b) Informational.</p> <p>c) Informational.</p>	
<p><b>OLD BUSINESS</b> CHPAC</p>	<p>Richter requested that any donations made to CHPAC be designated to CSHE.</p>	<p>Informational.</p>	
<p><b>NEW BUSINESS</b> 2005 Board Planning Retreat</p>	<p>Rielly asked the board's interest in having the February Board Retreat at the Radisson in Newport Beach. The meeting will be schedule for either a Monday or Friday.</p>	<p>Joyce will investigate room rates and dates for directors who wish to spend the weekend.</p>	
<p><b>ADJOURNMENT</b></p>	<p>The next CSHE Board of Director's meeting will be a conference call the end of October.</p> <p>No further business discussed. Adjournment at 9:08 a.m. July 30, 2004.</p>	<p>Jones will investigate best date and times and report to the board.</p>	

These minutes represent the writer's understanding of the items discussed.

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Patrick Silvestri  
CSHE State Secretary