

BOARD MEETING MINUTES

March 31, 2015

OFFICERS:

President:	Robert Levesque	X
Pres-Elect:	Christopher Eckert	X
Secretary:	Ryan Caster	X
Treasurer:	Paul Vinkle	X

DIRECTORS:

<u>Class of 2015:</u>		<u>Class of 2016:</u>	
Steven Chizuk	X	David Bonk	X
Jill Johnson	X	Tracy Gates	
Jessica Landers		Vanessa Hinderliter	X
Mary Mahaney	X	Joseph Romano	X

COMMITTEES:

Assistant Treasurer:	Mary Mahaney	X
Davis Chapter Management:	Rachel Davis	X
Certification:	John Eichner	P
	David Bonk	X
Educational Program:	Christopher Eckert	X
	Tracy Gates	
	Ryan Caster	X
Membership:	Steven Chizuk	X
	Jill Johnson	X
Newsletter:	Jeffrey Jacobs	
	Jessica Landers	
Reimbursement:	Russell Previte	X
Revenue Cycle:	Susan Brown	
	John Galley	
Social Events:	Vanessa Hinderliter	
	Stephanie Bottomley	X
Sponsorship:	Jennifer Dunn	
	Larry Nowak	X
Founders:	Pamela Thanki	
LINK:	Robert Levesque	X
Webmaster:	Jill Johnson	X

X Indicates Present

P Indicates Phone Conference

President's Report (offered by Bob):

- Honoring Paul Sweet
 - Suggestions included:
 - Naming the Member of the Year Award after Paul
 - Naming the Golf Tournament in Paul's honor
 - Agreed to name the Member of the Year Award in Paul's honor this year
- Election Results
 - Twenty-three (23) responses were received
 - Slate of officers and Board members was approved
- Expense Policies
 - Revised expense policies were distributed for review
 - Revisions included:
 - Elaboration on documentation submission process
 - Clarification of submission and approval requirements
 - Revised policy was approved by the Board
- Awards Banquet
 - May 29th at Lancaster Country Club
 - John Eichner will perform the installation of officers
 - Member of the Year/Rookie of the Year nominations will be solicited via email
 - Discussion ensued regarding the awards to be presented to the winners

Secretary (offered by Ryan):

- January minutes were distributed via email and were made available via hard copy at the meeting
 - One edit was suggested, the minutes were accepted and approved pending this one edit

President Elect report (offered by Chris):

- Education Update
 - Eighty (80) hours short of our annual education goal, foresee no issues in achieving goal given remaining education events
 - April 17th Cost Report Seminar
 - May 8th Women's Initiatives (executive panel)
- LTC Attendance
 - Discussion was held regarding Bob Levesque's scholarship request to attend LTC, Board approved this request
- Board Retreat
 - May 12th, 5:30 PM at Gordon Biersch
- Mini LTC
 - June 7th and 8th in Thousand Islands
 - Start time is still being finalized
 - Boat cruise dinner is being planned
 - Chris and Ryan Caster will be arranging cars and hotels
- Succession Plan / Assistant Treasurer
 - Paul Vinkle will be staying on for one more year as Treasurer, work commitments has made his time limited
 - Individuals were identified to serve as Assistant Treasurer this year with the hopes that they would become Treasurer next year
 - Seth Hennard, Bruce Liebel, Mary Mahaney

- After Board discussion, it was recommended that Seth Hennard be approached for the position

Treasurer's Report (offered by Paul):

- Financial statements were provided for January and February
- The financial statements were accepted by the Board

Membership Committee (offered by Steve):

- 187 was current membership number, which was two short of the goal of 189
- Goal was expected to be reached based on feedback received regarding new incoming members from Roswell Park Cancer Institute

Newsletter (offered by Bob):

- Requests went out to submit articles this week, expect articles to be submitted by 4/15 for distribution of the newsletter by 4/30
- Russ offered to write an article on the cost report seminar, but would not be ready until 4/20

Certification (offered by Dave):

- With the changes to the exam format, there is uncertainty as to how certification preparation will look going forward
 - The changes to the exam format go into effect June 30, unless candidate indicates they are already in process of achieving certification under the old format
- No materials will be available on the new format until May or June

Reimbursement (offered by Joe):

- 2012 DSH audit (DOH/KPMG)
 - Audits beginning June through August
- Reminder of the cost report seminar on April 17th
- 2014 cost reports
 - Annual Friday meetings will continue to be held at 8:00 AM once the software is released in late April / early May
- ICD-10 transition due to take effect
 - Would like to gauge interest from the membership re: additional learning, possibly an ICD-10 "boot camp"
- Wage Index
 - Contracted w. Freed Maxick for one year (2013 which impacts 2017 Wage Index)
- Jim Stabel will be joining the reimbursement committee as a co-chair next year

Sponsorship (offered by Larry):

- New sponsorship signs have been made
- Newsletters and mailings have been updated
- Total sponsorships for the year are \$27k

DCMS Management (offered by Rachel):

- DCMS is currently up to date

Golf Outing (offered by Chris):

- will be held July 31st as a joint outing with the Rochester Chapter of HFMA at Terry Hills Golf Club
- More details to follow

Motion for adjournment, all approved.

Respectfully Submitted,
Ryan Caster
Secretary