



To enhance the skills of facility management professionals within the health care industry and to further the profession overall.

HCI Board Meeting Agenda

April 6, 2017

Location: Caesar's Palace, IFMA Facility Fusion, Las Vegas, NV

Time: 09:00am to 3:00pm PDT

- Call to Order & Welcome
- Roll Call
- Review & Revise Agenda for today
- Routine Business:
 - Treasurer's & Finance Report –Bill Howden
 - Finances currently stand at \$48,895, with roughly \$12,000 in unpaid revenue. At present regional groups -- now accounting for HCI Midwest, Chicago and HCI North Texas – maintain control total of their funds as they grow.
 - Benchmarking Research Report Status – Jim Venker
 - Currently the goal is to achieve a significant sample (target: 700-750 U.S. and Canadian hospitals) to participate in this benchmarking survey. The survey is to be performed by IFMA, with sampling support being solicited from additional organizations.
 - Membership & Sponsors Report – Toni Gatz / Jeff Kent / Glenn Fischer
 - *334 members total*
 - Minnesota & Chicago Group Updates – Toni Gatz
 - Florida Group Formation – Jeff Kent
 - The group is seeking to bring FMs in first, but has garnered lots of vendor interest. The new group is aiming to do an event in Sept./Oct., prior to HCD
 - Dallas Group Formation – Toni Gatz
 - UPDATE: HCI North Texas PR launched 4/13, awaiting website.
 - IFHE Update – W. Vernon
 - IFHE is looking to provide training/support for developing nation's FM programs. HCI continues to explore how to best provide value to both IFHE and its members through this relationship.
 - Education Update – Glenn Fischer
 - Healthcare Design Conference, Nov. 11-14, Orlando, FL
 - HCI has 1 workshop (Saturday) and 11 sessions (Sunday-Tuesday).
 - Trade Show Booth - Toni Gatz has reserved booth

- Hospital & Medical Facilities Summits and Healthcare Real Estate Events (In partnership with SquareFootage.net)
 - In 2017, Events in 10 Regions planned.
- Coming Up: Two Very Cool Conference Centers Reserved: Starr Center in Boston on campus of Schepens Eye Research Institute/Massachusetts Eye & Ear, reserved June 7; b. Mercy Virtual Center in St. Louis, reserved July 25 (cover story of MCD's December issue)
- Media Report – Megan Headley & Glenn Fischer
 - Website – www.hcinstitute.info
 - Redesigned earlier this year by Janice Hoffman and Megan Headley
 - [Tool Box](#) created to deliver higher degree of benefits to sponsors. Will host sponsor-contributed white papers and interview-based features around each sponsor.
 - Builtworlds Media – Videotapes of Interviews in Chicago
 - Total of 4 Videos produced, with one to launch in April. Each approximately 5 minutes. Cost underwritten by FM Systems. Posted on HCI website and YouTube.
 - Social media:
 - Twitter : 430
 - [LinkedIn : 731](#)
- HCD 2017 Update – Mike Wood / Glenn Fischer
 - Goal set to have HCI leadership member assigned to each HCI session, to get to know presenters, give introductions, and collect business cards and overall have a greater onsite presence at this event.
- Collaborative Discussions:
 - IFMA / HCI Status & Update – Laurie Gilmer
 - Discussion held on how best to promote HCI's work at future IFMA World Workplace events. Potential to create a healthcare focused track, with four presentations to focus on safety, BIM, and other areas.
- HCI Board Discussions:
 - Research Committee –Goals, Sponsors – Jim Venker
 - HCI continues to fine-tune its mission to determine which future projects it should explore to best serve its members. The group seeks to have full-cycle facility representation—from planning, design, construction, leasing through operation/management—with its focus not on improving the building, but on improving the individual responsible for this growing facilities responsible.
 - UPDATED MISSION: Our mission is to enhance the skills of and unite professionals within the healthcare built environment.
 - This is accomplished through:
 - Education
 - Research
 - Networking
 - Research/benchmarking initiative
 - The group is adding a third member to this committee, with the goal of creating a broad steering committee with a task group that draws from expertise among HCI local components.

- BIM Initiative – Leadership
 - Go Forward & Collaboration
 - The group is in need of a new leader. Chris Roberts has agreed to share in representation, but Kathy Roper is reaching out to additional volunteers.
 - Next steps: Speaking engagements around studies/white papers, first person experiences, etc.
 - Organizations such as Carolinas have set standards around BIM. Committee to explore the feasibility of sharing/creating BIM operations standards that other health systems can use.
- New Components Structuring & Lessons Learned – Toni Gatz
 - HCI is creating a guide to simplify operational processes for the launch of each new regional component. Toni is aiming by Nov. to have a formal guide to hand off to new components.
 - Per IFMA’s request, HCI is updating terminology throughout regional groups to remove the use of the words chapter and council. Regional groups are being informed as to new terminology.
 - Exploring the feasibility of having one representative from each regional group on the national board.
- Updating of HCI Goals – 2017 + 5
 - Regional Groups
 - National & Regional Sponsors
 - 20% Annual Membership Growth – Progress
- Next Meetings
 - Monthly conference calls, 9am PDT, Schedule with group – Via Conf. Call
 - Nov. 2017 – HCD 2017, Nov. 11-14, Gaylord Palms Conv. Ctr., Orlando, FL
- Round Robin – missing items & Feedback
- Thank You’s & Adjournment 3:00pm PDT