

Presiding: Leo Gehring, President

Welcome and Call to Order – Leo Gehring called the meeting to order at 1:00pm EST.

Roll Call.

In attendance: Leo Gehring, Todd Wilkening, Mike Moss, Robert Levine, Jeffrey Kent, William O’Neill, David Ennis, John D’Angelo, and Beth Leibson.

Document Review:

HCI Bylaws

All Board members have reviewed the disseminated HCI bylaws and are comfortable with using them as they stand, though there may be need for minor revision at some point. For instance, notes Gehring, the Board members have no vote but Executive Committee members do; this approach may need to be revisited down the line.

Business

Benchmarking Action – report by Todd Wilkening

HCI has already done benchmarking 1.0 and 2.0 and is now working on the next level. We are particularly looking to the development of the dashboard throughout the industry and are exploring alternative technological options. The goal is to create a world class benchmarking system that will include automated email alerts and will be available to participants at no cost to them. Participants can continue to manage their organizations dashboards through a subscription service.

We have requested RFPs from software companies, have received three responses, and have selected Soleran. The committee has recommended that HCI work on a business development agreement with Soleran. All those attended the meeting were polled as to their approval or disapproval of the approach outlined by Todd Wilkening. All members present approved of the approach presented. The timeframe to roll out the scorecard is in the May/June time period.

Currently, Solaren is requesting \$10,000 upfront for the project. HCI is negotiating to defer the cost until the fee can be met through paid subscriptions. It is anticipated that this benchmarking program will be a moneymaking undertaking for HCI.

Election of Officers

The HCI currently has a president, Leo Gehring and is looking to fill the roles of Vice President, Secretary, and Treasurer. The VP role, two individuals, will serve both to temporarily fill in for the president should the need arise and will also serve as president elect, in preparation for

succession. The Secretary will be responsible for recordkeeping and maintaining the history of the HCI. The Treasurer will keep all financial records, do financial reporting, and handle all monies. It is recommended that one person fill both of these roles, as Secretary/Treasurer; it is anticipated that at some point, the position may be split into two separate roles.

Jeffrey Kent and Todd Wilkening were elected to take on the roles of Vice President. David Ennis was elected as Secretary/Treasurer. The length of the term of these roles will be coincident with their board appointment terms.

HCD 2014 Education Track Development

HCI currently has a partnership with Vendome. Through this relationship, HCI is responsible for providing speakers for one track, which encompasses 11 educational sessions, for the conference. Vendome will pay HCI for this expertise.

HCI hopes to use mostly internal presenters for these sessions for several reasons. First, the IFMA conference is seen as a way to showcase the expertise and promote the importance of the HCI, a role that will be enhanced by using internal people. Second, by using internal presenters, the HCI is guaranteed that the educational sessions will remain fully educational in focus.

The HCI hopes to promote the importance of BIM through its educational sessions. The non-healthcare world is ahead of the healthcare world when it comes to the institutionalization of BIM, says Gehring.

The proposed HCI track listing includes one speaker who has become non-responsive and a second session that can be replaced by a more informative session. Currently, 22 presentations/presenters have been submitted. The deadline is March 14.

Next Business

Beth Leibson

Beth is a writer and editor with extensive experience in covering healthcare facilities management issues. She will serve as writer for the website and will also provide some administrative support to the HCI.

Higher Ed Collaboration

One of the goals of the HCI, arguably the most important goal, is to build a collaboration with academic institutions to promote the education and career path of healthcare facilities management professionals. This undertaking will involve developing a corps of student internship opportunities. The HCI board is in agreement with the importance of this goal.

Other Issues

Leo Gehring listed the following initiatives that the Institute will be developing during the upcoming year:

1. Working with a group including Georgia Tech, Arizona State and the University of Florida to develop a Center for the Sustainable Delivery of Next-Generation Healthcare Facilities. In addition the initiative will serve to nurture future healthcare facilities management professionals using a National Science Foundation grant.
2. The HCI has contributed to the new Minnesota healthcare chapter a one-time grant of \$750 to help build up the chapter. Further information will be forthcoming.
3. The HCI is devoted to developing a service corps of retired healthcare facilities management executives. While a high priority, the HCI will be able to devote more time to the initiative once other issues are up and running.

Adjournment

Proposed and seconded promptly at 1:58 EST.