

Minutes

Maine Association of Health Care Quality

DATE:	3/24/08
ATTENDANCE:	Sue Currier, Cindy Bridgham, Jeff Gregory, Paula Dustin, Anne Sands, Twila Damon, Mary Finnegan, Jennifer Charrette, Cheryl Long, and Cheryl Roberts,.
ABSENT:	None
RECORDER:	Paula Dustin
NEXT MEETING:	June 6, 2008

PURPOSE: To support professional growth, development, and education of healthcare quality management professionals

SUMMARY

HOMEWORK:

J. Gregory to do:

1. ... work on setting up the process of transferring treasurer duties to new individual. The audit will be reported with the Treasurer's Report at next board meeting.

C. Bridgham to do:

1. Make general calls to membership and other interested individuals reminding them of their renewals, join MAHQ, etc.
2. See attachment of contract. After much discussion, we have authorized Cindy Bridgham to contact Mark Collins McGhie to do the work for us. All voted in agreement
3. Cindy stated that Mary Ann Johnson would be interested in coordinating the Distinguished member nominations function for the board. Cindy will send out the appropriate paperwork to the membership and they will forward their responses to Mary Ann Johnson who will tally this up and let the board know of the results.

A. Sands to do:

1. We will have one delegate to send to the annual conference. (to cover the cost of the program). Anne to send Cindy the previous years' paperwork so that it can be updated and distributed to the membership. All in agreement

S. Currier to do:

1. Continue to finalize educational conferences for June meetings and the annual Fall conference as well.

P. Dustin to do:

All:

RECOMMENDATIONS AND ACTION PLANS

<i>Suggestion/Action/Recommendation</i>	<i>Who is Responsible</i>	<i>Target Date</i>	<i>Status</i>
1. Call to Order	All		Agreed
2. Request for other items:	All		Agreed
3. Review and approval of minutes:	Last meetings' minutes approved and sent to membership.		Agreed

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<p>4. Regular Business</p>	<p>Follow up:</p> <ul style="list-style-type: none"> • Jeff to work on setting up the process of transferring treasurer duties to new individual. The audit will be reported with the Treasurer's Report at next board meeting. 		
<p>4. Strategies, Administration, Financial and Planning</p> <p>Treasurer's Report</p>	<p>Jeff distributed copies of the Treasurer's report for discussion. All voted approval as submitted.</p>		<p>Agreed</p>
<p>5. Nominating Committee:</p> <p>The following positions need to be filled this year: (2009)</p> <ul style="list-style-type: none"> • Secretary 	<p>(Kept in for general reminders)</p>		<p>Agreed</p>
<p>6. Education, growth and development</p>	<ul style="list-style-type: none"> • Sue Currier reported that she has investigated the possibility of Summer Forum and CEU's Due to NAHQ's process and multiple requirements, it is not feasible to attempt to obtain CEU's. It would not be worthwhile. Currently we offer our members sufficient CEU's per year to qualify for the CPHQ renewal requirement. Thus we will not be pursuing this. We are all in agreement with this. • Next Fall annual meeting will be held at the Holiday West Inn . We will be having Dr. 		

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	<p>Merry as a guest speaker. It will be on Oct 20th, 2008 for the specified amount of money.</p> <ul style="list-style-type: none"> • Our next meeting on June 6th will be: ‘Productive Conflict Management and Making Connections’ by Beth Boynton. The board has approved \$1,200 plus travel expenses. 		
7. Membership Committee Chair Reports	<ul style="list-style-type: none"> • 87 members in our association. 14 will need renewing soon. We had 8 renewals this month. We have 36% of our members belonging to NAHQ. 		Agreed
8. Calendar.	Kept in for reminders		Agreed
9. website	See attachment of contract. After much discussion, we have authorized Cindy Bridgham to contact Mark Collins McGhie to do the work for us. All voted in agreement.		Agreed
Additional Items: (kept in as a reminder) By-laws			
Calendar:	(Kept in for general reminders) Cindy will be making general calls to members to renew their membership to MAHQ.		
Goals/Board Responsibilities	<p>Goals/vision for 2008:</p> <ul style="list-style-type: none"> • Educ Committee for 15 ceu's per year. Sue to check with NAHQ and see if CEU's could be used from the Summer forum. • Board to be “closer” to the membership at large. • Networking with members within our 		

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	meetings.		
Recognition of Achievements			
Distinguished Member Award	Cindy stated that Mary Ann Johnson would be interested in coordinating this function for the board. Cindy will send out the appropriate paperwork to the membership and they will forward their responses to Mary Ann Johnson who will tally this up and let the board know of the results.		
NAHQ Delegate	We will have one delegate to send to the annual conference. (to cover the cost of the program). Anne to send Cindy the previous years' paperwork so that it can be updated and distributed to the membership. All in agreement.		
Next meeting	TBA	Agreed Upon	All