



Leaders' Conference Call Meeting Minutes

Date: April 2, 2009

Attendance: Ashley Ave, Leanne Gibbs, Ronnalea Hamman, Kathy Ordelt and Joan Totka

Topic	Discussion	Conclusion and Assignments
PIPE Minutes	<p>March minutes reviewed.</p> <p>Ronnalea reported that she will write a paragraph about the unmeetings and send to Joan</p>	Minutes approved
PIPE/FHERN Speaker for annual conference	<p>Ashley reported tentative plans for annual PIPE conference:</p> <ul style="list-style-type: none"> • Hospital Tour (including Outpatient and Family Resource Room) • Hospital speaker • Box lunch provided • PIPE meeting the day before the HCEA Conference • Will spend 3 to 3 1/2 hours at hospital and they will have us back by 2pm for our PIPE meeting <p>No final decision on PIPE & FHERN meeting at the same time because there are those who are members of both and would have to miss out on one of the meetings.</p>	
Unmeeting Status	<p>Kathy suggested that we not cancel previously scheduled unmeetings and move forward until we hear differently.</p>	Joan to clarify with Board on Monday regarding unmeetings. Notify board of recommendations given for cost containment such as hospital sponsors and member payment for unmeetings
Special Interest Groups	<p>Joan reported on a work group from HCEA Board members who are working on a checklist with criteria to be used for applying for a SIG under HCEA. Checklist with criteria was provided prior to this meeting. Joan and Ashley are both members of this group. Kathy suggested that if CE's are to be offered at SIG annual meetings that they</p>	

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	must be applied for early and coordinated with the CE process of the conference as a whole.	
HCEA website update	Kathy reported: <ul style="list-style-type: none"> • Patti working on final phases • Should go live within the next week or two 	
Vision & Mission Statement	Group agreed that the Vision & Mission statements should be located on: <ul style="list-style-type: none"> • All official forms • Website • Boards during all PIPE meetings 	Joan & Ashley to report new Vision & Mission to board in monthly report. Joan & Ashley will also present the PIPE annual report for 2008 as well as the un-meeting information to the HCEA board on April 6 th .
Leadership Discussion	Ronnie suggested that the group be more proactive about succession planning before our annual conference. Group discussed different ideas about how to get others involved in leadership. Suggestions included: <ul style="list-style-type: none"> • Be proactive and start communicating with members 3 to 4 months before annual meetings • Talk to members about what is involved in being a part of the membership team and the benefits provided. • Take nominations before the conference and vote at the conference 	

Minutes recorded by: Leanne Gibbs

Date of next call: May 7, 2009 at 11:00 eastern (1000 Central; 0900 Mountain; 0800 Pacific)