



# CSRC Board of Directors Conference Call

DATE: January 20, 2020

APPROVED: February 10, 2020

<b>PRESENT:</b> Wayne Walls, Marianne Shaw, Sherry Blansfield, Tom Wagner, Roberto Bautista, Matthew Mendoza, Barish Erenler, Mark Martinez, Paul Casillas, Donna Murphy <b>Non-voting:</b> Dave Wenhold, Michael Madison <b>Guests:</b> None		<b>ABSENT:</b> Sherleen Bose, Jeffrey Davis
FACILITATOR: Wayne Walls (Chair)	NOTE TAKER: Michael Madison	TIMEKEEPER: Michael Madison
TOPIC / AGENDA	DISCUSSION / CONCLUSION	ACTION / FOLLOW UP
CALL TO ORDER	Meeting called to order at <b>8:06 PM</b>	
QUORUM ACHIEVED	<b>YES</b> or NO	
MEETING PURPOSE	Board of Directors	
DISCLOSURES	<b>Wayne Walls:</b> Owner, D&W Resolution Management, LLC. Employee at Lakewood Regional Med Ctr. Concorde Career College, Garden Grove, no conflict, <b>Marianne Shaw,</b> Employee Dignity Healthcare, no conflict, <b>Sherry Blansfield:</b> Enloe Regional Med. Ctr. No conflict <b>Tom Wagner:</b> No conflict <b>Roberto Bautista:</b> UCSF Health, no conflict <b>Mark Martinez:</b> Sutter Homecare, no conflict <b>Barish Erenler:</b> UCLA Health, no conflict <b>Matthew Mendoza:</b> Employee SJVC Visalia and Fresno City College. No conflict	



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	Paul Casillas: Employee of One Legacy, no conflict <b>Donna Murphy:</b> Sharp Healthcare – Coronado, no conflict <b>Michael Madison:</b> Flexicare, Black Hagen Design, no conflict.	
AGENDA ITEM 1: Approval of Minutes- November 18, 2019 Conference Call Meeting	Deferred – <u>Due to unavailability of November's minutes.</u>	Motion to defer, S. Blansfield, B. Erenler  Motion Passed unanimously, no abstentions
<b>Old Business</b>		
AGENDA ITEM 2: AMC Progress Report, Financial, Operations	Executive Director Dave Wenhold and President Wayne Walls provided the BOD with an update on the AMC transition. Given the difficulties of navigating Bank of America processes, a request was placed to the BOD for authorization for ED Wenhold to open a bank accounts with Well Fargo Bank.	Motion to authorize ED Wenhold to open bank accounts on behalf of the CSRC with Wells Fargo Bank, Donna Murphy, Mark Martinez.  Motion passed unanimously, no abstentions.
AGENDA ITEM 3: Tahoe & Convention Updates	Marianne Shaw, Rob Bautista and Dave Wenhold provided the BOD with an update on planning and registration for the Tahoe Conference and planning for the CSRC Annual Conference. Additional e-blast announcements and marketing focus was requested of the Executive Office for the	No formal motions for action requested.



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	Tahoe Conference and agreed upon by ED Wenhold. ED Wenhold also confirmed that the agreement with Pechanga Resort and Casino has been signed for the 2020 CSRC Annual Conference.	
AGENDA ITEM 4: CSRC Strategic Plan Next Steps	President Walls stated that he is planning to allocate a portion of the next face to face BOD Meeting Agenda (Sacramento, February 10 <sup>th</sup> ) for additional work on the CSRC Strategic Plan and will be looking for volunteers to help facilitate.	No formal motions for action requested.
<b>New Business</b>		
AGENDA ITEM 5: CSRC Go Green Initiative	President Walls discussed the efficiencies and cost reductions that could be gained by the CSRC "Going Green" and focusing on electronic communications and processes versus paper-oriented communications and processes.	<p>Motion to adopt the concept of the CSRC Going Green and developing proposals, policies and processes for reducing the use of paper-oriented processes in favor of electronic processes and present those proposals to the BOD for review/acceptance, B. Erenler, Marianne Shaw.</p> <p>Motion passed unanimously, no abstentions.</p>
AGENDA ITEM 6: Jade Orchard Social Media and Membership Recruitment Proposal	A proposal from Jason Seidler, Jade Orchard, Inc. for Social Media Management and Membership recruitment services to the	Motion to secure the services of Jade Orchard for Social Media Management and Membership recruitment services for a



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	<p>CSRC. There was detailed discussion of the advantages, disadvantage, short comings and potential opportunities to the CSRC with accepting the proposal and entering into agreement for these services with Jade Orchard, Inc.</p>	<p>period of 6 months with suitable progress metrics reported to the BOD monthly, S. Blansfield, R. Bautista.</p> <p>Motions passed unanimously, no abstentions.</p>
<p>AGENDA ITEM 7: CSRC Website Platform Conversion to MemberClicks Website Platform</p>	<p>The CSRC website update and streamlining of back office processes was only partially completed through work with Network Solutions. The KWMG Group utilizes MemberClicks (MC) and has recommended that the CSRC evaluate converting to MC. ED Wenhold has previously sent out a number of examples of the features/functions provided by MC for BOD viewing. After a brief discussion the consensus was for President Walls to appoint an Ad Hoc Committee to evaluate MC and develop a recommendation for website services though MC or otherwise and present it to the BOD.</p> <p>With agreement from Paul Casillas, President Walls appointed Paul chair of the ad hoc committee and will appoint additional members as needed.</p>	<p>No formal motions for action requested at this time.</p>



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AGENDA ITEM 8: CSRC Storage Unit and Stored Records/Memorabilia/Promotional Inventory/Properties	President Walls and JoAnn Sherwood made an informal survey of the contents of the CSRC Storage Unit in Watsonville, CA. There are a number of records/memorabilia/promotional inventory/property that will need to be moved to a more central (easily accessed) location perhaps in the Sacramento area and to reduce the CSRC's storage costs. Options will be investigated and brought back to the BOD.	No formal motions for action requested at this time.
AGENDA ITEM 9: CSRC Legislator of the Year 2019	Upon recommendation by Jennifer Tannehill the GA Committee recommends awarding the CSRC Legislator of the Year award to Senator Pan, MD for his work in promoting public health during the 2019 Legislative Year.	Motion to award Senator Richard Pan, MD CSRC Legislator of the Year 2019, D. Murphy, M. Martinez.  Motion passed unanimously, no abstentions.
AGENDA ITEM 10: Nominations and Elections Committee Report on Election Management Services	The Nominations and Elections Committee Recommends securing the services of "Simply Voting" as the CSRC's election services provider. A short discussion of the features/benefits of the Simply Voting service followed.	Motion to secure Simply Voting as the CSRC's election services provider, B. Erenler, S. Blansfield.  Motion passed unanimously, no abstentions
AGENDA ITEM 11: California Thoracic Society Policy Statement and Resource Guide on Vaping/E-cigarettes	The CTS Policy Statement and Resource Guide on Vaping/E-Cigarettes was presented to the BOD with a request for	Motion to endorse the CTS Policy Statement, D. Murphy, M. Shaw.



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	endorsement by the CSRC. A short discussion followed.	Motion passed unanimously, no abstentions
AGENDA ITEM 12: AARC 2020 Affiliate Boot Camp Attendees	After a discussion of a list of possible attendees a consensus was reached with, Barish Erenler and Michael de Peralta as the BOD's selectees.	Motion to approve sending Barish Erenler, and Michael de Peralta to the AARC 2020 Affiliate Boot Camp, M. Shaw, D. Murphy.  Motion Passed: 6 Yes, 0 No, Barish Erenler abstaining
Open Forum		
1) M. Shaw requested that updated CSRC financials be prepared for the BOD for the February BOD Meeting.  2) It was noted that the CSRC Minutes, Board Books, Motion Log and associated documents have not been updated on the CSRC website Since September 2019.	ED Wenhold now has the CSRC Quickbooks files and needed information and plans to have that information for the meeting  President Walls asked ED Wenhold to work with Secretary Bose to get the Motion Log updated and these documents posted on the CSRC website soonest possible. President Walls also requested that draft copies of minutes be posted until they are replaced by approved minutes so BOD Members will have ready access to the information.	



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<p>3) The next BOD Meeting will be a face to face meeting and will be held Monday, February 10, 2020 from 10:00 AM to 4:00 PM in Sacramento, CA.</p>	<p>ED Wenhold will secure the necessary hotel facilities and lodging and provide the BOD will announcements of the details.</p>	
<p>ADJOURN</p>	<p>Meeting adjourned at <b>9:37 PM</b></p>	<p>Motion to adjourn the meeting. B. Erenler, M. Martinez, Motion Passed.</p>