

Florida Healthcare Engineering Association Summer Board Meeting Report

Report Submitted by Sarah Jeffcoat, Executive Director

Items for Information

Current Membership Count

Active and Life: 348 (313 active; 35 life)

Supporting Members: 768

Pending Active Members: 8

Membership:

Susan designed a membership brochure to include in the AHCA/FHEA registration packets. Each of you were mailed some to pass out to member prospects.

FHEA Tradeshow:

- * Save the Date card for the 2019 Spring Meeting
- * Card thanking vendors and announcing next year's joint conference
- * Service project collecting items for care packages that can be sent to our military members
- * FHEA polo shirts for staff to wear at registration and around conference

Please review and provide input

Speaker Agreement (attached)

Copyright Release (attached)

Speaker Agreement

This agreement is made between **the Florida Healthcare Engineering Association** and **(insert speaker name and company)** on **(date)**.

1. The speaker agrees to present a seminar titled **(seminar title)** on **(date and time of seminar)** at **(location of seminar)**. The seminar will last approximately **(insert seminar length)**.
2. The Florida Healthcare Engineering Association is responsible for securing space for the seminar, ensuring the proper audiovisual and set-up requirements, as mentioned in this agreement, are met and is responsible for all promotional activities in relation to attracting attendees for the seminar.
3. (OPTIONAL PARAGRAPH) The **Florida Healthcare Engineering Association** agrees to pay the speaker \$ **(insert seminar fee)** for services rendered in conjunction with speaker presenting the seminar.
4. The Florida Healthcare Engineering Association agrees to provide the following audiovisual equipment at no charge to the speaker:

(insert list of audiovisual requirements)

5. The Florida Healthcare Engineering Association also agrees to pay a stipend of (amount) or prior approved travel expenses after the conclusion of the seminar within 30 days of the receipt of the invoice.

(insert list of expense and maximum allowed amount)

6. In the event that the Florida healthcare Engineering Association or speaker cancels the seminar more than six months prior to the scheduled date, the Florida Healthcare Engineering Association and the speaker will have no responsibility to each other, financially or otherwise, including any pre-paid, non-refundable travel expenses, except in the case of Force Majeure. Notwithstanding any other provisions herein to the contrary, the following shall control:

The performance of this contract is subject to acts of God, terrorism, war, government authority, disease outbreak, natural or other disaster, strikes, civil disorder including race riots and/or peaceful protests, curtailment of transportation, facilities or other unanticipated events or emergencies, any of which make it illegal, impossible, or highly impracticable for the Group to meet or comply with the requirements of this contract. It is provided that this contract may be terminated (in whole or in part) for any one or more of such reasons by written notice from one party to the other without liability within 0 - 90 days prior to the event and if 25% or more of the participants are unable to attend. No penalties will apply to Group if the event has to be cancelled due to an impending hurricane.

7. In the event the Florida Healthcare Engineering Association cancels the seminar less than 6 months of the presentation date, the Florida Healthcare Engineering Association is fully responsible for any fees and travel expenses incurred by the speaker, including the contracted speaker fee, if applicable.

8. In the event that the speaker cancels the seminar less than six months prior to the scheduled presentation date, the Florida Healthcare Engineering Association has no financial responsibility to the speaker, including any pre-paid, non-refundable travel expenses. If the Florida Healthcare Engineering Association has incurred any non-refundable expenses relative to meeting any of the requirements set for the by the speaker, the speaker agrees to reimburse the Florida Healthcare Engineering Association for any of those expenses, including meeting room rental fees, audiovisual fees, travel expenses, etc.

9. This agreement is valid and binding in the state in which the Florida Healthcare Engineering Association whose signature below agree that the laws of that state will apply in the event any further legal action may be necessary.

Florida Healthcare Engineering
Association:

For Speaker:

Date: _____

Date: _____

**COPYRIGHT RELEASE
GRANT OF NON-EXCLUSIVE RIGHTS**

This agreement is made on this _____ day of _____ by and between the Florida Healthcare Engineering Association, hereinafter referred to as FHEA, a Florida Corporation having its principal place of business at 11812 North 56th Street; Tampa, FL 33617, and _____, hereinafter referred to as THE AUTHOR.

THE AUTHOR has created the following material(s):

(hereinafter referred to as THE MATERIAL). As a condition of publication, THE AUTHOR grants to FHEA the following rights: (1) the non-exclusive right to publish, reprint, reproduce, display, and distribute THE MATERIAL (in hard copy and electronic form) as it deems appropriate and to license use of THE MATERIAL, or any part thereof, in any medium or form of communication to others, including electronic distribution; (2) the right to use THE MATERIAL, or any part thereof, in other publications produced by FHEA; and (3) the right to copyright protection in any FHEA work that includes or incorporates THE MATERIAL. Under no circumstances will FHEA be required to compensate THE AUTHOR for any of THE MATERIAL.

THE AUTHOR reserves all rights not specifically granted in this agreement by THE AUTHOR to FHEA, including specifically the right to reprint or to grant others the right to reprint THE MATERIAL.

THE AUTHOR warrants that publication of THE MATERIAL will not infringe on the rights of others and that THE AUTHOR has full power to enter into this agreement. If THE MATERIAL contains any material that requires written permission for inclusion in THE MATERIAL, THE AUTHOR agrees to obtain such permission in writing from the copyright owner.

CONFIRMED AND AGREED:

THE AUTHOR

By: _____ Dated: _____