



FLORIDA  
HEALTHCARE  
ENGINEERING  
ASSOCIATION

## FHEA Special Called Meeting and State Board Meeting 2019 Mission Inn, Howey-in the Hills March 22<sup>nd</sup>, 2019

Thomas Gibson, CHE, CHFM, CHSP, CHC  
President  
Jackson Hospital

T. Wayne Gibbs, CHFM  
Vice-President  
Orlando Health

Don Paschal, CHE, CHFM, SASHE, LEED AP  
Secretary  
AdventHealth Winter Park

Russ Schilling, CHE  
Treasurer  
Pembroke Pines

Kevin Daniel, CHE, CHFM  
Past President  
Jackson Hospital

Sarah Jeffcoat  
Executive Director

**Call to Order:** The FHEA Special Membership Meeting was called to order at 9:05am by President Thomas Gibson to ratify the amended FHEA bylaws. A quorum was declared. Bylaws Chair Kevin Daniel made a motion to approve the bylaw amendments as presented. Changes involved speeding up the membership process and no longer sending membership cards. Being no discussion, a vote was taken and the new amendments to the FHEA bylaws were passed. The Special Meeting was adjourned at 9:15am.

**Board Meeting Call to Order:** The FHEA Winter Board meeting was called to order at 9:17am by President Thomas Gibson, followed by the introduction of Board Members. A moment of silence was held for Board member Brad Norberg and his loss with his wife passing. Flowers were sent and further discussion on appropriate future responses. It was decided the Organization would send a dollar per member to the charity of choice. If no charity identified, a charity, selected by the Board in the name of the family member, would receive the donation. Passed by Board.

**Secretary Report:** Don Paschal reported that the minutes from the last board meeting were sent out to the board members and committee chairs via email by previous Secretary for review. No revisions or corrections were requested by Board. The minutes were approved.

**Treasurer Report:** Mike Streeper served as proxy in Treasurer Russ Schilling's absence and reported accounting for the prior period including year-end. Mike reviewed the financials throughout FY 2018 reviewing expenses and income that make up the total financial picture as required by the bylaws. Mike also explained how the 2019 budget was developed. Note that credits are issued for 2018 Fall Meeting attendees who are attending 2019 Spring Meeting due to Hurricane Michael. Financial results were voted on and approved by Board. Audit of current Qtr. Approved.

Discussion on establishing Foundation to have a 501C3 to establish scholarships and other funding. Intent is to separate cash from general funds to reduce liabilities. Approval to establish exploratory of 501C3 accepted by Board. Agreed to develop education Foundation with up to \$10K seed money to determine feasibility to include lawyer and CPA. Expect progress report at next Board meeting.

**Vice President Report:** CHE applications provided to district. Application for Platinum award submitted.

**Executive Director Report:** Sarah reported that there are 333 active members, 37 life members, and 666 supporting members. 11 CHE applications received and 35 CHE renewals. Follow-up on members who have not paid 2019 dues for renewals. List accomplishments; developed new website, created LinkedIn and Facebook accounts. Improved FHEA registration process. Technical improvements on Annual Meeting booth selection for Trade



Show. Insurance policies brought up to date. Fictitious name registration. Trademark registration. Waiting on Federal government approval on the registered trademark. Improved Whistle magazine.

**District Reports:**

**District 1:**

District #1 held 2 meetings since the last board meeting. The 1<sup>st</sup> meeting was held at Andrews Institute 12/11/18 Pensacola, Fl. The 2<sup>nd</sup> meeting was held at Sacred Heart. There were 9 members and 6 supporting members in attendance. The educational programs were 4 hours. Grainger presented Med Gas certification. CEU were provided. District #1 currently has 26 full members and 6 life members with 261 supporting members

Treasurer Report as of October:

Beginning Balance: \$16,359.64

Ending balance: \$17,958.35

**2019 District Officers:**

President: Don Russell

Vice President: Todd Arno

Secretary: Jackie Kensington

Treasure: Kevin Daniel

Dist. Rep: Todd Arno

**District 2:**

District #2 held 3 meetings since the last board meeting. The meeting were held at Bradford Sports Farm 11/9/18, 15 Eng/66 support; Orange Park Medical 1/6/19, 22 Eng/22 support; UF Gainesville 3/12/19, 17 Eng/28 support/7 guest. The educational program was 2 hours for each event.

Membership: District #2 currently has 45 members, 5 life members

Treasurer Report as of March 15,2019:

Beginning balance \$21,558.00

Ending Balance: \$17,774.70

**2019 District Officers:**

President: Craig Tompkins

Vice President: Dewayne Roark

Secretary: Richard Michaux

Treasurer: Bobby Baird

District Rep: Dewayne Roark

**District 3:**

District #3 held 2 meetings since the last board meeting. The 1st meeting was held at Neumors Children's Hospital 12/14/18. 2 hours of CEU's were credited for education. 2<sup>nd</sup> meeting was held at Lakeland Regional on 2/8/19 with 2 hours of CEU's awarded. District #3 currently has 208 members, 21 life members, and 571 supporting members.



Treasurer Report as of 3/15/19:  
Beginning Balance: \$20,520.60  
Ending Balance: \$29,494.63

2019 District Officers:

President Tim Moreira  
Vice President: Jon Yow  
Secretary: Felix Robinson  
Treasurer: Robert Resetar  
District Rep: Brad Norburg

District 4:

District #4 conducted 3 meetings since the last board meeting. December Christmas party. January meeting held at Cleveland Clinic with 1 hour of training. 2<sup>nd</sup> meeting held at Holy Cross Hospital in March with 1 hour of training.

Membership: District #4 currently has 59 members, 4 life members, 395 supporting

Treasurer Report as reported on Oct 7:

Beginning Balance: \$40,570.34  
Ending Balance: \$35,818.48

2019 District #4 Officers:

President: Edgard Niebles  
Vice President: Adam Mayle  
Secretary: John Hatfield  
Treasurer: Russ Schilling  
District Rep: Adam Mayle

#### **Committee Reports:**

- Certification Committee: New applications and renewals for CHE distributed to districts for approval.
- Codes & Standards: Bobby reported the following:
  1. February article submitted to The Whistle for publication
  2. March 2019 posting to FHEA website with flowchart describing process for fire department radio communications within buildings. First due date is Dec 31, 2019
  3. Bobby Baird applied to and subsequently selected to serve on NFPA Healthcare Section, Mechanical sub-committee. Any issues with mechanical code language should follow traditional comment pathways, but having a local voice on the committee helps, especially since no one (In FL) seems to humidify supply air in the winter, which is contrary to code language.
  4. Bobby working on NFPA 99 healthcare user appointment.
  5. No code issue requests for ASHE or NFPA have been received from FHEA during the last six months



6. NFPA and ASHE are talking about power generation on site at hospitals and the regulation of the normal power. Manufacturers vs Hospitals with higher voting attendance by manufacturers.

- Education Committee: Proxy report by Thomas Gibson in absence of Chair Jeff Walters. Reported the CHEP program certification is available for 15% discount on line. Medical Gas program on-line and Jeff is working to obtain discount for membership. MGI generator program discussed and it was noted the course has a very high value. Further educational programs are being sought after for membership.
- ASHE Report: Chapters required to have both a liaison and advocacy liaison usually held by same person. Discussion on ASHE educational programs and educational website banner for AHSE. Talk on surveying by both TJC CMS and a hot topics place on state websites. Submitted ASHE article to the Whistle.
- Webmaster: All updates to the website are complete. Board minutes and contact information added. CHEEP discount added. Update to Spring meeting. Added buttons for information on Annual meeting. District III Clay Shoot. Membership roster updated monthly. Winter Whistle posted.
- Sustainability: Booster sustainability program. Added EcoPreserve to our team to improve core goal of growing our participation in sustainability. Includes educational and resource outreach by EcoPreserve. This will support E2C and Energy Star and help move us toward Platinum Elite. Partnership with Valencia College on Energy Management Controls Program. Scholarship program being developed. Partnership with FHA for statewide co-branding & marketing. Other resources include TLC Engineering, Eric Ryan, along with EcoPreserve. Year one is an energy focus, year two is water, and year three will have a waste focus.
- Nominating Report: District II has nominated Bobby Baird for President for next year.
- Audit Committee: Wayne and John reviewed the financials and approved.

**Executive Session:**

The Board went into Executive Session.

The Board reconvened to finalize business concerning the following:

**Fall Meeting:**

Speakers for meeting discussed and selected by board.

**Spring Meeting:**

Sponsorships reviewed along with table top displays. Events for Thursday discussed fishing and golf including sponsorship. Pier 66 Hotel has discounted parking fees at \$20.



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**2020 Spring Meeting:**

District III will host the 2020 Spring Meeting. Central Florida area location with Tampa Bay area most likely focus.

**Good of the Order:** Nothing to report

**Adjournment:** 3:22 PM