



**Indiana Association of Medical Staff Services
Board Meeting Agenda
July 18, 2023**

TOPIC	ITEM/DISCUSSION	ACTION/DECISION	RESPONSIBLE PERSON (S)
Call to Order	Call to order.		A. Willhite
Approval of Minutes	Review and approval of June 20, 2023 Board meeting minutes.		A. Willhite
Purpose & Mission	<p>INAMSS Purpose & Mission</p> <p>The purpose shall be to provide a forum for educational activities at a local level.</p> <p>The mission of the Indiana Association of Medical Staff Services is to:</p> <ol style="list-style-type: none"> 1. Promote a positive and professional image for the medical services professional. 2. Provide opportunities for networking. 3. Create an atmosphere to promote an understanding of the continuous changes in the organizational structure of healthcare. 4. Advocate the expertise of the Medical Services Professional. 5. Stimulate professional educational activities through formalized workshops and programs to improve skills and competence. 	Information only	A. Willhite
Treasurer Report	Treasurer Report	Approval Needed	A. Willhite
Committee Reports <i>Formal reports are due prior to full Board Meeting.</i>	Review and/or approval of: <ul style="list-style-type: none"> • Bylaws Committee • Education Committee • Membership Committee • Scholarship Committee • Website Committee • Nominating Committee 	Approval needed	G. Vann C. Biehl A. Manns D. Brown L. Tomaw B. Hunsberger
IHA Report IPLA Updates	IHA Report & IPLA updates	Discussion only	M. Nash
Old Business			A. Willhite

TOPIC	ITEM/DISCUSSION	ACTION/DECISION	RESPONSIBLE PERSON (S)
New Business	None		A. Willhite
Open Floor	Open		A. Willhite
Next Board Meeting	The next Board meeting is scheduled for August 22, 2023 (if needed).		A. Willhite



**Indiana Association of Medical Staff Services
Board Meeting Minutes
June 20, 2023**

TOPIC	ITEM/DISCUSSION	ACTION/DECISION	RESPONSIBLE PERSON (S)
In Attendance	Amee Willhite, President Karyn Delgado, Secretary Brenda Hunsberger, Past President Lisa Five-Coat, Scholarship Committee	NA	NA
Absent	Monica Hollars, Treasurer Cindy Biehl, President -Elect Misty Nash, VP Elect Deborah Brown, Scholarship Committee Amanda Manns, Membership Committee Chair	NA	NA
Call to Order	Call to order at 12:01 pm		A. Willhite
Approval of Minutes	Minutes from March 28, 2023, and April 18, 2023, minutes presented for review and approval.	Motion was made, seconded, and passed to approve both sets of minutes as presented.	A. Willhite
Purpose & Mission	INAMSS Purpose & Mission The purpose shall be to provide a forum for educational activities at a local level. The mission of the Indiana Association of Medical Staff Services is to: <ol style="list-style-type: none"> 1. Promote a positive and professional image for the medical services professional. 2. Provide opportunities for networking. 3. Create an atmosphere to promote an understanding of the continuous changes in the organizational structure of healthcare. 4. Advocate the expertise of the Medical Services Professional. 5. Stimulate professional educational activities through formalized workshops and programs to improve skills and competence. 	Information only	A. Willhite
Treasurer Report	Treasurer report presented. <ul style="list-style-type: none"> • It was reported that dues paid on Star chapter for May was \$585. 	Informational only	A. Willhite

TOPIC	ITEM/DISCUSSION	ACTION/DECISION	RESPONSIBLE PERSON (S)
Committee Reports <i>Formal reports are due prior to full Board Meeting.</i>	Review and/or approval of: <ul style="list-style-type: none"> • Bylaws Committee – nothing to report. • Education Committee - nothing to report. • Membership Committee <ul style="list-style-type: none"> ○ It was discussed that May we have 204 members up three members from last 30 days. ○ Under email communication on April 26, 2023, it was proposed and approved by the INAMSS board members to send new members of INAMSS a merch gear packet for joining. • Scholarship Committee – nothing to report. • Website Committee <ul style="list-style-type: none"> ○ Documents added to the website include: <ul style="list-style-type: none"> ○ Sponsorship forms ○ Election ballot ○ Sponsor logistics ○ The link was fixed for the Bylaws. ○ Cindy fixed the home address to the business address for the sponsorship request. ○ Lisa receives an email of the form submissions. ○ New member, Kim Mansell, was added to this committee. • Nominating Committee <ul style="list-style-type: none"> ○ Elections are final by simple majority of votes received within 30 days which would be July 5th. We have 191 members and 2/3rds would be sixty votes needed to pass. ○ There are three candidates on the ballot: <ul style="list-style-type: none"> ○ Karyn Delgado ○ Misty Seibert ○ Cindy Stovall 	Informational only	A. Willhite C. Biehl A. Willhite L. Fivecoat B. Hunsberger B. Hunsberger
IHA Report IPLA Report	IHA /IPLA Report – <ul style="list-style-type: none"> • Physical therapy was added to the Compaq licenses in April 2023 	Information only	A. Willhite
Old Business	None		
New Business	INAMSS Strategic Goals 2023 <ul style="list-style-type: none"> • Ameer presented the INAMSS 2023 Strategic Goals. Three goals were discussed. 	Motion was made, seconded, and passed to	A. Willhite

TOPIC	ITEM/DISCUSSION	ACTION/DECISION	RESPONSIBLE PERSON (S)
	<ul style="list-style-type: none"> ○ Member Engagement: Two lunch and learns are going to be added to the calendar for noon. These meetings will provide opportunities for networking. They will be held for one hour. ○ Star Chapter Utilization: Utilize Star Chapter in greater capacity through blogs, forums, newsletter, and communications. January 2023 had 1103 visits per statistics. <ul style="list-style-type: none"> ▪ Goal is to increase visits to the site by 3% for 2023. ▪ Discussion was held to add MDstaff like a committee on the site. ○ Annual Corporate Sponsor: Implement corporate sponsor program. A solicitation packet was approved by the Board. First solicitation to be sent quarter 4 of 2023. Need to develop a corporate sponsor packet. 	approve the three goals as discussed.	
Adjournment	No business from the floor. The meeting was adjourned at 1:22 pm.	Informational only	All members.
Next Board Meeting	The next scheduled board meeting is July 18, 2023. Virtual conference. Reports are needed by July 11, 2023.	Information only	A. Willhite

Income Statement

Indiana Association of Medical Staff Services
Effective 4/10/2023 to 7/10/2023

Income

Beginning Balance January 1, 2023		\$ 19,726.31
4/12/2023	Deposit - Membership checks	\$ 110.00
4/13/2023	Deposit - StarChapter - Education meeting	\$ 290.15
4/14/2023	Deposit - StarChapter - Education meeting	\$ 125.66
4/17/2023	Deposit - StarChapter - Education meeting	\$ 53.13
4/17/2023	Deposit - StarChapter - Education meeting	\$ 72.54
4/19/2023	Deposit - StarChapter - Education meeting	\$ 541.48
4/20/2023	Deposit - StarChapter - Education meeting	\$ 217.61
4/21/2023	Deposit - StarChapter - Education meeting	\$ 343.28
4/24/2023	Deposit - StarChapter - Education meeting	\$ 464.59
4/24/2023	Deposit - StarChapter - Education meeting	\$ 72.54
4/26/2023	Deposit - StarChapter - Education meeting	\$ 270.74
4/27/2023	Deposit - StarChapter - Education meeting	\$ 53.13
5/1/2023	Deposit - StarChapter - Education meeting	\$ 72.54
5/8/2023	Deposit - StarChapter - Education meeting	\$ 159.38
5/11/2023	Deposit - StarChapter - Education meeting	\$ 840.00
5/25/2023	Deposit - StarChapter - Education meeting	\$ 159.38
6/12/2023	Deposit - Sponsorship	\$ 500.00
6/29/2023	Deposit - StarChapter - Education meeting	\$ 53.05
Total Deposits for the term		\$ 4,399.20
Beginning balance plus income (before deductions)		\$ 24,125.51

Expenses

5/1/2023	StarChapter Monthly fee	\$ 4.95
5/3/2023	April meeting winners - Amazon gift cards	\$ 700.00
5/12/2023	Refund for member who overpaid/education/members	\$ 70.00
6/2/2023	StarChapter Monthly fee	\$ 4.95
6/29/2023	NAMSS - CME's for July meeting	\$ 100.00
7/5/2023	StarChapter Monthly fee (increased)	\$ 9.95
Total Expenses		\$ 889.85
Ending Balance		\$ 23,235.66



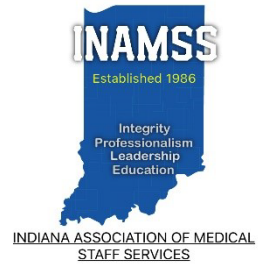
Submitted by Monica Hollars, INAMSS Treasurer
 Balances through July 10, 2023

Transactor	First Name	Last Name	CC Last 4	Auth Date	Issuer	Settl	Funded Da	Transactor Fee Amt.	Funded Arr
7.65E+09	Mia	Erwin	84	#####	#####	2023-05-12		(\$70.00)	\$0.00 (\$70.00)
7.65E+09	Mia	Erwin	84	#####	#####	2023-05-12		(\$70.00)	\$0.00 (\$70.00)
7.21E+09	Teresa	Luttrell	6263	#####	#####	2023-04-13		\$75.00 (\$2.46)	\$72.54
7.22E+09	Vicki	Mason	164	#####	#####	2023-04-13		\$75.00 (\$2.46)	\$72.54
7.22E+09	Harrison C	Hospital	6429	#####	#####	2023-04-13		\$75.00 (\$2.46)	\$72.54
7.22E+09	Judith	Land	4958	#####	#####	2023-04-13		\$75.00 (\$2.46)	\$72.54
7.23E+09	Shelli	Lutton	1377	#####	#####	2023-04-14		\$75.00 (\$2.46)	\$72.54
7.24E+09	Cheryl	Nogoda	214	#####	#####	2023-04-17		\$75.00 (\$2.46)	\$72.54
7.3E+09	Bhalinder	Singh	214	#####	#####	2023-04-19		\$75.00 (\$2.46)	\$72.54
7.3E+09	Shanda	Hildenbran	8372	#####	#####	2023-04-19		\$75.00 (\$2.46)	\$72.54
7.3E+09	Cindy	McGlothlin	5812	#####	#####	2023-04-19		\$75.00 (\$2.46)	\$72.54
7.3E+09	Cheyenne	Clark	1841	#####	#####	2023-04-19		\$75.00 (\$2.46)	\$72.54
7.3E+09	Shannon	See	4594	#####	#####	2023-04-19		\$75.00 (\$2.46)	\$72.54
7.31E+09	Chris	Stefaniak	5693	#####	#####	2023-04-19		\$75.00 (\$2.46)	\$72.54
7.31E+09	Christy	Zettel	4205	#####	#####	2023-04-20		\$75.00 (\$2.46)	\$72.54
7.31E+09	Deanna	West	9342	#####	#####	2023-04-20		\$75.00 (\$2.46)	\$72.54
7.32E+09	Le Anne	Wilson	6606	#####	#####	2023-04-20		\$75.00 (\$2.46)	\$72.54
7.33E+09	Annie	Wirth	4458	#####	#####	2023-04-21		\$75.00 (\$2.46)	\$72.54
7.33E+09	Cindy	Isaac	8807	#####	#####	2023-04-21		\$75.00 (\$2.46)	\$72.54
7.33E+09	Misty	Seibert	834	#####	#####	2023-04-21		\$75.00 (\$2.46)	\$72.54
7.33E+09	Cassie	Potter	5112	#####	#####	2023-04-21		\$75.00 (\$2.46)	\$72.54
7.35E+09	Daniel	Woloszyn	2077	#####	#####	2023-04-24		\$75.00 (\$2.46)	\$72.54
7.36E+09	Nicole	Henry	7603	#####	#####	2023-04-24		\$75.00 (\$2.46)	\$72.54
7.36E+09	Karyn	Delgado	1151	#####	#####	2023-04-24		\$75.00 (\$2.46)	\$72.54
7.36E+09	Rebecca	Hatton	8567	#####	#####	2023-04-24		\$75.00 (\$2.46)	\$72.54
7.4E+09	Stephanie	Jones	1123	#####	#####	2023-04-26		\$75.00 (\$2.46)	\$72.54
7.4E+09	Kim	Land	5436	#####	#####	2023-04-26		\$75.00 (\$2.46)	\$72.54
7.4E+09	Amanda	Richardson	7422	#####	#####	2023-04-26		\$75.00 (\$2.46)	\$72.54
7.45E+09	Katie	Buzan	3458	#####	#####	2023-05-01		\$75.00 (\$2.46)	\$72.54
7.36E+09	Mia	Erwin	84	#####	#####	2023-04-24		\$200.00 (\$6.15)	\$193.85
7.23E+09	Melissa	Gerhauser	5227	#####	#####	2023-04-14		\$55.00 (\$1.87)	\$53.13
7.26E+09	Tisha	Livingston	6220	#####	#####	2023-04-17		\$55.00 (\$1.87)	\$53.13
7.3E+09	Carissa	Fuller	3039	#####	#####	2023-04-19		\$55.00 (\$1.87)	\$53.13
7.31E+09	Kim	Land	5436	#####	#####	2023-04-19		\$55.00 (\$1.87)	\$53.13
7.33E+09	Annie	Wirth	4153	#####	#####	2023-04-21		\$55.00 (\$1.87)	\$53.13
7.35E+09	Melissa	Case	3449	#####	#####	2023-04-24		\$55.00 (\$1.87)	\$53.13
7.4E+09	Amanda	Richardson	7422	#####	#####	2023-04-26		\$55.00 (\$1.87)	\$53.13
7.41E+09	Wendy	Frank	1623	#####	#####	2023-04-27		\$55.00 (\$1.87)	\$53.13
7.55E+09	Nikki	Southwooc	2141	5/4/2023	5/4/2023	2023-05-08		\$55.00 (\$1.87)	\$53.13
7.55E+09	Tina	Maskell	6848	5/4/2023	5/4/2023	2023-05-08		\$55.00 (\$1.87)	\$53.13
7.56E+09	Rikki	Vargas	3962	5/4/2023	5/4/2023	2023-05-08		\$55.00 (\$1.87)	\$53.13
7.86E+09	Lisa	Hutton	1106	#####	#####	2023-05-25		\$55.00 (\$1.87)	\$53.13
7.86E+09	Lisa	Hutton	1106	#####	#####	2023-05-25		\$55.00 (\$1.87)	\$53.13
7.86E+09	Lisa	Hutton	1106	#####	#####	2023-05-25		\$55.00 (\$1.87)	\$53.13
8.49E+09	Debra	Tackett	6006	#####	#####	2023-06-29		\$55.00 (\$1.95)	\$53.05

Funding ID Order/Invo Memo

6251078	774 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6251078	774 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5914454	725 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5914454	726 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5914454	731 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5914454	732 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5926094	734 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5937925	741 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5976351	745 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5976351	747 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5976351	749 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5976351	751 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5976351	752 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5976351	754 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5987938	755 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5987938	756 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5987938	758 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5999560	763 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5999560	762 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5999560	765 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5999560	766 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6011385	768 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6023498	772 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6023498	775 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6023498	776 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6049952	778 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6049952	779 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6049952	781 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6085758	786 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
6023498	774 Meeting On 04/28/2023: INAMSS Virtual July 28, 2023 - Business Meeting & Education Con
5926094	735 Member Dues
5949662	744 Member Dues
5976351	647 Member Dues
5976351	753 Member Dues
5999560	761 Member Dues
6023498	769 Member Dues
6049952	780 Member Dues
6061639	782 Member Dues
6185082	788 Member Dues
6185082	789 Member Dues
6185082	790 Member Dues
6395074	792 Member Dues
6395074	793 Member Dues
6395074	794 Member Dues
6809917	795 Member Dues

INAMSS Membership Summary – July 2023



INAMSS – Membership Committee
Submitted by: Ameer Willhite, INAMSS President

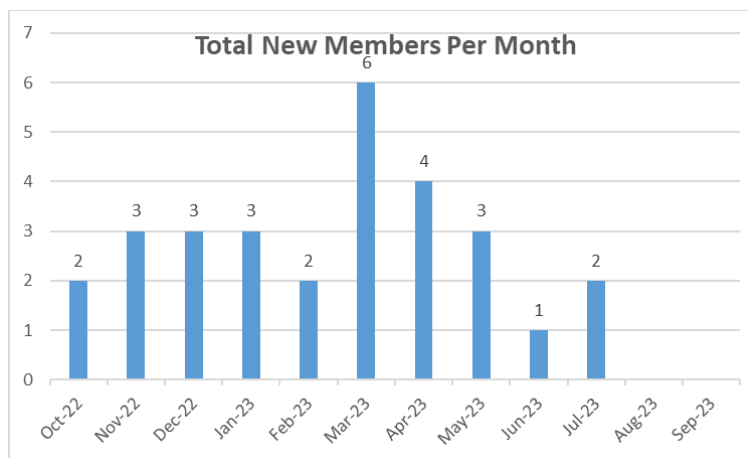
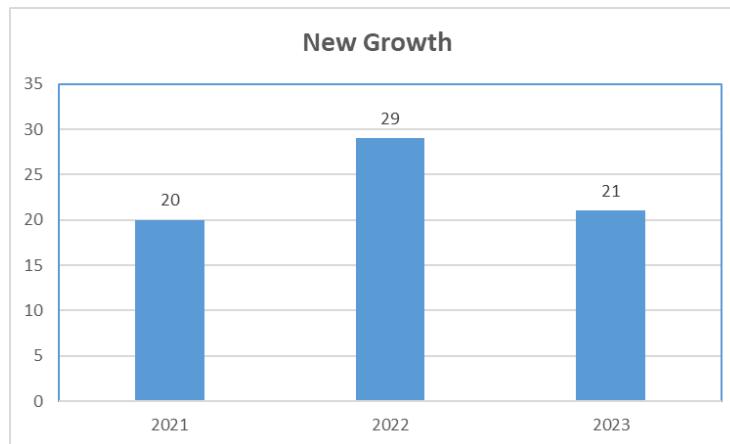
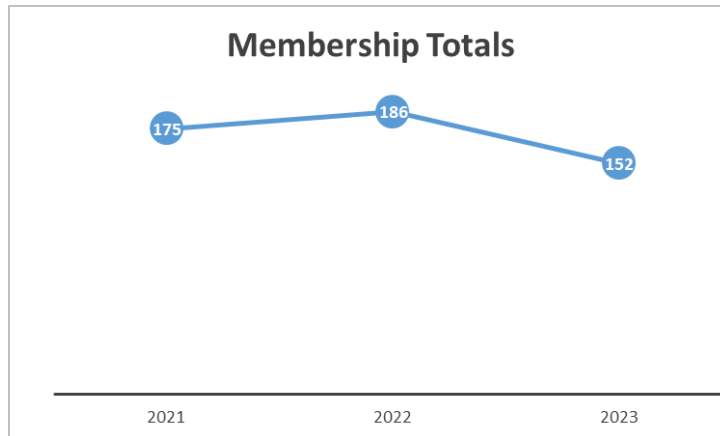
Activities:

- There are eight (8) new members during this reporting period.
- Please remember to recruit, new members help us to achieve our mission and goals.

New Members April 12, 2023 – July 25, 2023

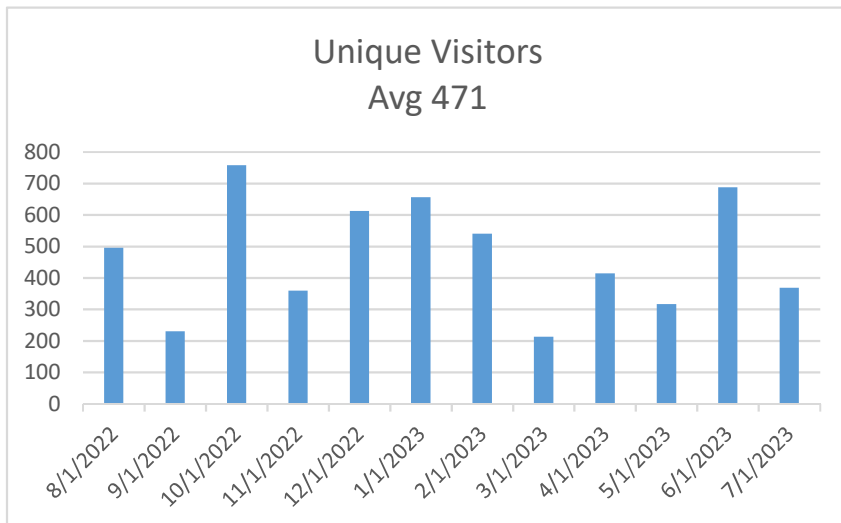
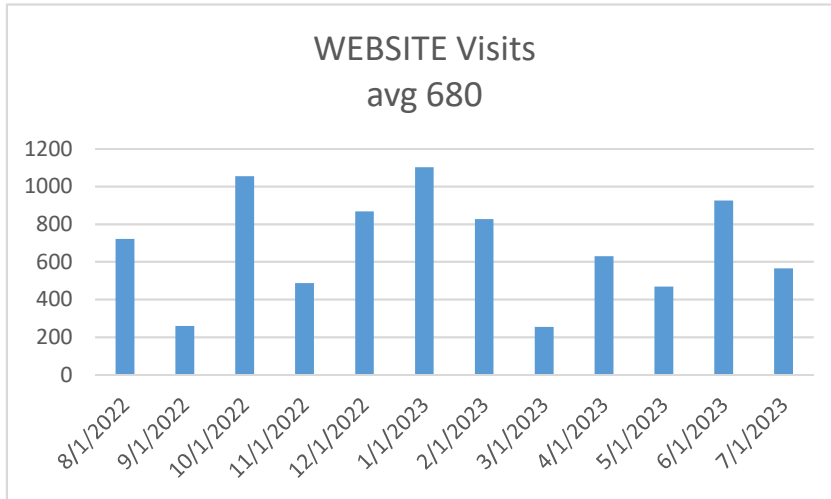
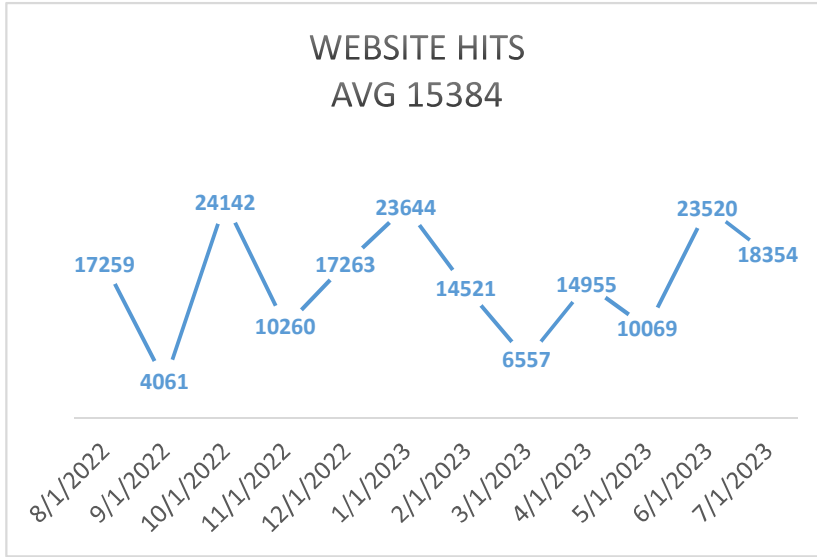
FIRST	LAST	TITLE	EMPLOYER
Heather	Armstrong	Director of Revenue Cycle	Johnson Memorial Health
Rose	Coniglio		Community Hospital
Wendy	Frank	Credentialing Specialist	Radiology Consultants of the Midwest
Linda	Harris	Revenue Cycle Specialist/Educator	Johnson Memorial Health
Crystal	Hodson	Revenue Cycle Credentialing Specialist	Johnson Memorial Health
Mia	Irwin	Credentialing Specialist	Indiana University Health White Memorial, Frankfort and Arnett
Elizabeth	McIntyre	Credentialing Specialist	IU Health West Hospital
Debbie	Tackett	Credentialing Coordinator	University of Louisville

INAMSS Membership Summary – July 2023

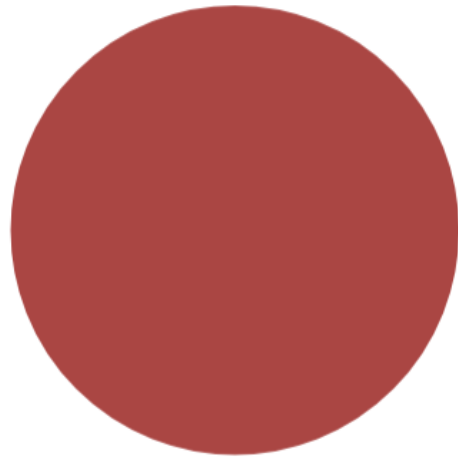


INAMSS WEBSITE COMMITTEE REPORT

7/18/2023

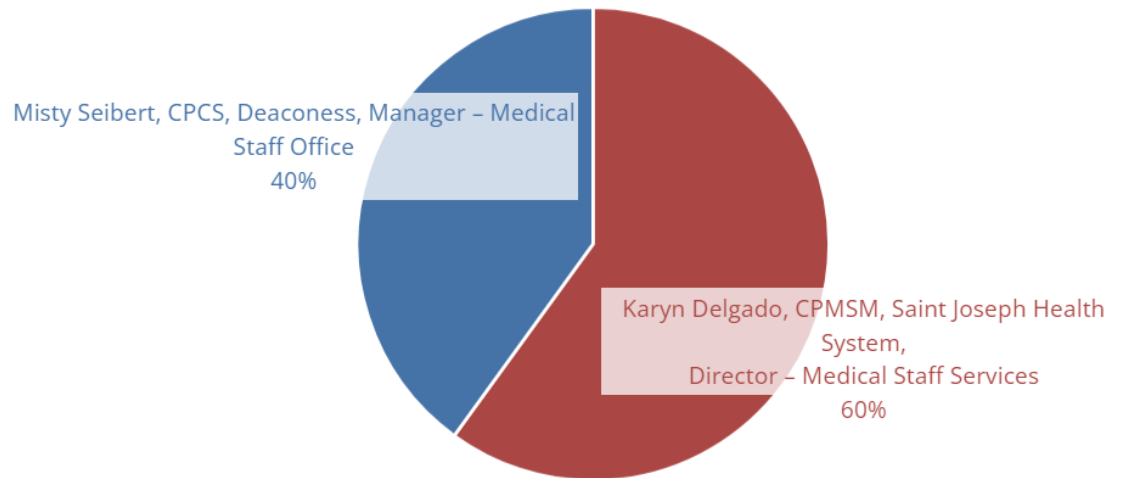


Candidate(s) for INAMSS Secretary



Cindy Stovall, CPMSM, Cameron Memorial Community Hospital, Director – Medical Staff Services
100%

Candidate(s) for INAMSS Vice President-Elect



Misty Seibert, CPCS, Deaconess, Manager – Medical Staff Office
40%

Karyn Delgado, CPMSM, Saint Joseph Health System,
Director – Medical Staff Services
60%