



Indiana Association of Medical Staff Services General Business Meeting Minutes April 28, 2023

TOPIC	ITEM/DISCUSSION	ACTION/DECISION	RESPONSIBLE PERSON (S)
Call to Order	Amee called the meeting to order at 8:00am.	Call to order	A. Willhite
Welcome & 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> <ul style="list-style-type: none"> • Promote a positive and professional image for the medical services professional. • Provide opportunities for networking. • Create an atmosphere to promote an understanding of the continuous changes in the organizational structure of healthcare. • Advocate the expertise of the Medical Services Professional. • Stimulate professional educational activities through formalized workshops and programs to improve skills and competence. 	Reviewed	A. Willhite
Approval of Minutes	Review and approval of the October 28, 2022, Business meeting minutes.	Motion was made, seconded, and passed to approve the Business meeting minutes as presented.	A. Willhite
Treasurer Report	<p>Amee Willhite presented the following Treasurer Report:</p> <ol style="list-style-type: none"> 1. Income Statement – Amee presented the income statement for January 1 through April 10th and reported our balance is \$19,726.31. 2. 2023 INAMSS Budget – Amee presented the 2023 budget of 20,619 which was approved by the Board at their April meeting. 	<p>Information only</p> <p>Information only</p>	<p>A. Willhite</p> <p>A. Willhite</p>
Standing Committee Reports	<p>Review and/or approval of:</p> <ol style="list-style-type: none"> 1. Bylaws Committee – Nothing to Report 	No report.	G. Vann

	<p>2. Education Committee</p> <ul style="list-style-type: none"> • Cindy presented survey participation including seven members who expressed interest in serving on a committee or as a State Officer. She also asked members to contact her if they are interested in hosting any of the three conferences to be held in 2024. • Cindy discussed a new goal for INAMSS to implement a one-hour lunch time networking opportunity. We would identify hot topics for each lunch and learn. The first is anticipated to be held before the July education conference and then again between the July and October education conferences. <p>3. Membership Committee</p> <ul style="list-style-type: none"> • Membership Summary report – Ameer presented the membership report. It was announced that we had seventeen (17) new members join INAMSS between October 10, 2022, and April 11, 2023. We currently have 145 INAMSS members. Please continue to recruit your medical staff professional colleagues that you work with every day. • New Member Referral Drawings \$25 e-gift card: <ul style="list-style-type: none"> ○ New member drawing winner – Melinda Bodnar, Community Hospital ○ New member referral winner – Kris Bigelow, Parkview Health System <p>4. Scholarship Committee</p> <ul style="list-style-type: none"> • Kim presented the Scholarship Policy revisions for consideration and approval. <p>5. Website Committee</p> <ul style="list-style-type: none"> • Brenda discussed the recent position opening on the website committee. The need of two (2) volunteers for this committee is being requested. This will be perfect for the tech savvy individual. There are many training materials to assist with learning the website. These volunteers will also be able to assist with the technology at our educational conferences as well. Members were 	<p>Information only</p> <p>Informational only</p> <p>Member drawing Referral drawing</p> <p>Motion was made, seconded, and passed to approve the scholarship policy revisions as presented.</p> <p>Members volunteered.</p>	<p>C. Biehl</p> <p>A. Willhite</p> <p>K. Ubelhor/D. Brown</p> <p>B. Hunsberger</p>
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	<p>reminded that all conference fees are waived if you serve on an INAMSS committee. Kim Mansell volunteered to serve in this role.</p> <p>6. Nominating Committee</p> <ul style="list-style-type: none"> Brenda, as Past President, serves as the Chair of the Nominating Committee. Brenda reported that there are two positions open for elections this year; Vice President - Elect and Secretary. Nominations have been received and accepted by Karyn Delgado for Vice President – Elect and Cindy Stovall for Secretary. Brenda stated that nomination from the floor is allowed for 21 days per Bylaws/Policy. Two volunteers are needed to serve on the Nominating Committee. Two volunteers were received: Kam Mansell and Michele Tanksley Super. <p>7. IHA/IPLA Updates – Nothing to report</p> <p>8. CAQH Updates – Nothing to report</p>	<p>Members volunteered</p> <p>Nothing to report</p> <p>Nothing to report</p>	<p>B. Hunsberger</p> <p>A. Willhite</p> <p>A. Willhite</p>
New NAMSS Certification Recognition	<p>Fall 2022 NAMSS Certification:</p> <ul style="list-style-type: none"> CPCS – Nothing to report CPMSM – Congratulations Cindy Stovall in passing your CPMSM certification. You will receive a pin in recognition of your achievement from INAMSS in the mail. 	Information only	A. Willhite
Old Business:	Nothing to report.	Nothing to report	A. Willhite
New Business	<p>NAMSS 47th Education Conference & Exhibition September 10-13, 2023</p> <ul style="list-style-type: none"> Drawing for one (1) member registration fee, hotel, and travel expense Winner: Wendy Spurlin, Greene County General Hospital 1st Alternate: Cara Cripe, Community Surgery Center Howard 2nd Alternate: Amy Yoder, Goshen Hospital 	<p>Information only</p> <p>Winners announced</p>	A. Willhite
Upcoming business Meetings & Conferences	<ol style="list-style-type: none"> Next Board Meeting – May 23, 2023 Next Business Meeting and Education Conference: July 28, 2023, Virtual <ul style="list-style-type: none"> Topics for July include payor enrollment, IHA and NAMSS Board member presentation. 	Information only	C. Biehl
Adjourn	With no further business to discuss, the Business meeting adjourned at 8:33 am and the INAMSS Education Conference began.	Motion was made, seconded, and passed to adjourn the Business meeting.	A. Willhite

2022 – 2023 Officers/Board and Committee Members

INAMSS Officers & Board
Amee Willhite, MBA, CPCS, CPMSM – President
Cindy Biehl - President-Elect
Misty Nash, CPCS - Vice President
Monica Hollars – Treasurer
Karyn Delgado, CPMSM – Secretary
Brenda Hunsberger, MNA, CPMSM - Immediate Past President

Bylaws Committee
Glynnis Vann – Chair
Darla Traylor, CPMSM

Education Committee
Cindy Biehl - Chair
Brenda Hunsberger, MNA, CPMSM
Misty Nash, CPCS
Lisa Fivecoat, Sponsorship Liaison

Membership Committee
Amanda Manns - Chair
Glynnis Vann
Carissa Fuller

Scholarship Committee
Kim Ubelhor, CPMSM – Co-Chair
Debbie Brown, CPMSM, CPCS – Co-Chair
Cindy McGlothlin, CPCS, CPMSM
Amanda Manns

Website Committee
Brenda Hunsberger, MNA, CPMSM - Chair
Kim Mansell
Vacant

Communications
Lisa Cooper, CPCS, CPMSM

Nominating Committee
Brenda Hunsberger, MNA, CPMSM – Chair
Kim Mansell
Michele Tanksley Super