



## Education Committee Minutes

Tuesday, February 5, 2008

**Present:** Julie D., Sherri D., Lyle E., Dave J., Terry M., Rich P., Joe S., Brad L., Gail S. & Paul M.

**Absent:** Judy C., Carrie C., Ken G., Keri J., Viggo M., J.Paul O'H., Barry R., Robin R., Peggy W., Richard U.

**Approval of 1/8/08 Meeting's Minutes – MOTION to approve from Rich. Second from Lyle. Passed.**

### Old Business

A. **2008 Meetings** – information was provided for committee reference. Registration numbers have been updated for these minutes as of Noon, PST on 2/5/08.

- **O&M – Winter** – February 7-9 in Dana Point, CA **SOLD OUT = 55**
- **Joint Audio Cast with APF** – February 12 **REGISTRATIONS: 33**
- **Spring Conference – 15<sup>th</sup> Anniversary** – April 6-8 at Contemporary Resort, Orlando, FL **REGISTRATIONS: 48 / EXHIBITORS: 55**

**ACTION:** All committee members who are responsible for introducing a speaker should:

1. Follow-up with their speaker to receive and review the information they are preparing to share at the conference.
2. Review the HBMA Guidelines for Exceptional Speaker Introductions (*attached in the e-mail with these minutes*) and begin to compile information for their introduction in Orlando.

**ACTION:** The National Office will continue to send out E-Blast reminders to the membership to:

1. Remind them of the Early Bird registration date.
2. Remind them of the excellent educational opportunities offered.
3. Remind them of the Special Events planned to help us celebrate the 15<sup>th</sup> Anniversary.
  - Julie reminded the committee that a sub-committee has been working on additional special plans to assist with the celebration.

**ACTION:** The National Office will determine and report back to the committee how the current attendance compares to this same time frame in previous years.

**ACTION:** After a good deal of discussion, the committee determined we would not hire a bus to deliver members back to the hotel following the EPCOT event. We will provide maps to assist them in maneuvering the transportation opportunities provided by Disney World.

**ACTION:** Gail is keeping an eye on the registrations for the special event and she will be the one to contact Disney if we need to change the current contracted amounts.

- **Compliance Workshop Pt. 2** – March 14-16 in Dallas, TX

**REGISTRATIONS: 0**

**ACTION:** This event will be cancelled. The National office is reviewing potential events that could replace it and keep us from paying the penalty fee of \$4000.

- **Compliance Course** – May 6-9 at Fashion Island, CA  
**REGISTRATIONS: 10**
- **O&M – Summer** – July 10-12 – Sheraton Station Square Hotel in Pittsburgh, PA  
**REGISTRATIONS: 1**
- **O&M – Fall** – October 23-25, 2008 – The Pfister Hotel, Milwaukee, WI  
**REGISTRATIONS: 0**
- **Disaster Plan Workshop – Randy Johnston / Dr. Bob**

Julie reported the sub-committee met via phone on 1/22/08. We are also looking at additional options for companies to provide this education to the membership.

**ACTION:** Joe is working on a survey that will be sent to the membership to assist the sub-committee in determining the level of interest in attending a weekend session.

- **Distance Learning** - 2008 topics and/or speakers have almost all been identified. The sub-committee's goal is to have these completed prior to our next call.
  - An HBMA/RBMA WebCast – topic “Offshore Outsourcing” will be taped in July in conjunction with the July and October HBMA WebCasts.
  - February 21 “Medicare Advantage Plans” Bill Finerfrock  
**REGISTRATIONS: 38**
  - March 20 “Patient Collections” Elizabeth Woodcock  
**REGISTRATIONS: 2**
  - April 17 “Retaining Excellent Employees” Dave Jakielo  
**REGISTRATIONS: 3**

#### **Update on final Board discussion - registration fee increase for National Conferences**

Julie reported that the Board of Directors discussed the recommendation provided by this committee on their last call and have approved the following:

“Education Committee - National Conference Pricing Change: Motion to set registration fee at \$595 with a discount of \$100 (\$495) for early registration 45 days out and a penalty of \$50 (\$645) for on site registration. Julie Demerath moved; Scott Everson seconded; all approved, none opposed.”

- **Fall Conference** - September 10-12 at Paradise Point, San Diego, CA  
**REGISTRATIONS: 0**

Good discussion and recommendations from the committee. Gail will provide an updated template and we will fill in the blank slots on a special call to be set between now and our next regularly scheduled call on March 4th.

**ACTION:** Gail will send out updated template to the committee. Committee members are asked to review the DRAFT and come to the next call with recommendations to fill in the blank slots.

Sponsorship of DL programs from vendors – *TABLED*

## I. New Business

### 2008 DRAFT of Committee Goals – *TABLED*

#### “Going Green”

Good discussion from those who were still on the call re: ways we could reduce the amount of paperwork given to attendees. Gail shared that Disney is already a ‘Green’ property and we will realize some of these changes in action while we are in Orlando. A recommendation was made by Dave that we wait to see how RBMA fares in their attempt to discontinue printing session materials at their next conference. The recommendation of this committee is that we begin to implement going green practices in several areas but continue to provide printed copies of the speaker handout materials for now.

**ACTION:** Gail will review the options for ‘Going Green’, specifically with the conference book at our National Meetings, and report back to this committee with options to consider.

#### 2009 National Meetings site search

Following a review of the research submitted to this committee a **MOTION** was made by Sherri that we hold the 2009 Spring Conference at the Boca Raton, FL Resort on May 6-8, 2009. Second from Terry. Passed.

A second **MOTION** was made by Sherri that we hold the 2009 Fall National Conference at Caesar’s Palace in Las Vegas on September 23-25, 2009. Second from Dave. Passed.

**ACTION:** Julie will take these recommendations to the Board of Directors for final approval at their next meeting.

**MOTION** to adjourn by Dave. Second from Terry. Passed.

**Next scheduled committee meeting: Tuesday, March 4th, NOON, EDT**  
**#888 757-2748      Pass code: 4357593**

**ACTION:** Julie will work with Paul to determine a time for an additional meeting with as many members of this committee as possible, prior to the regularly scheduled meeting in March, to cover the following items:

1. Filling in of blank areas in fall 2008 National Conference Curriculum
2. Approval of Committee Goals for 2008