



### NWHPEC Board Meeting

Date & Location: April 26, 2018 – ESCO Corp

**In Attendance:** Rick Alvarado, Jennifer Ayers, Richard Carroll, Dale Gehring, Alex Thomason, Julie Simmons

Not Present: Frank Twardoch

#### Old Business

**Membership feedback** A lot of data has been gathered through the 31 YTD visits. This current state information will be used in our strategic planning session on May 9<sup>th</sup>.

**New Member Inquiries** Two visits are still pending leadership approval. One visit on the calendar for May 1<sup>st</sup>.

#### Learning Experiences

**Classes Held** Intro to Lean: April 17<sup>th</sup> @Phoseon (FULL)  
Intro to Lean: April 30<sup>th</sup> @ATI (FULL)  
5S: May 3-4<sup>th</sup> @Moonstruck (FULL)  
Intro to Lean: May 5<sup>th</sup> @Phoseon (FULL)  
**Upcoming Events** Leadership Forum with Col Athens: May 29<sup>th</sup>, followed by **Executive Session**  
IK/CK Basics: May 29<sup>th</sup> @Columbia Edgewater  
PDCA: June 7<sup>th</sup> @Phoseon  
Intro to Lean: June 13<sup>th</sup> @ESCO (Admin focused)  
Intro to Lean: June 16<sup>th</sup> @Phoseon (FULL)

**Classes requested** Intro to Lean (2 hosts identified), TPM (possible), TWI (possible)

**LHE** 3H Leadership: Leading with Respect for the Heart, Head, and Hands. Pilot class on calendar in May.

**Benchmark Tours** Woodfold will host in June, date TBD. Topic: Health and Safety Best Practices. Blount will host in Sept, topic TBD.

**Future Topics** Continuing to gather feedback from members and reach out to potential speakers. Will finalize upcoming topics/classes in our Strategy Session.

#### Upcoming Dates

**May Strategy Session** May 9th (7am – 1pm)  
**May Board Meeting** May 24th (via telcom)  
**Annual Membership Meeting** May 29th (~9:30-9:40am, after Col. Athens)  
**June Board Meeting** June 28<sup>th</sup> (in person)

#### New Business

**Board Director Nomination** A motion was made and passed for Josh Collins (Blount) to become our newest Board Director. Upon acceptance, a motion will be made at the upcoming Annual Members meeting for the final approval from membership.

**Annual Membership Meeting** Julie and Alex will work with Jennifer to create a brief agenda for May 29<sup>th</sup>.

**Membership Inquiries** New Member: Viper Northwest

**Strategic Planning** Topics: Challenge, Current State, Future topics, speakers, assessments, course names, financial assessment, strategy for getting new topics in front of members.

**Tax Docs** Board members completed Form 990Q.

#### Financial Update

**Balance Sheet** Currently in the red compared to goal. Recouping past due payments and collecting 2018 dues will bring us back into the green.  
39 Member Dues received

**Membership** 44 Total Members (lost 3, gained 2), one visit scheduled May 1<sup>st</sup>. Two pending visits.

**Collections** \$22,400 collected, striving for ~\$30K. The remaining payments are in process.

**Policies** Motion was made and passed to incorporate the new policies.

**Perkins** Meeting on May 10<sup>th</sup> to for introductions, roles & responsibilities, & understanding processes.

**Annual Audit** Audit was held on April 16. No red flags. Recommendations were noted and assigned.