



**SOUTHERN ILLINOIS HEALTH INFORMATION MANAGEMENT
ASSOCIATION (SILHIMA)**

Meeting Minutes
September 16, 2011

Linda Ramsey, RHIA, President, called the meeting to order at 11:55 am.

Approval of Minutes

The minutes for the June 10, 2011 meeting were sent to the Membership prior to the meeting.

Sherry Hopkins made a motion to approve the minutes. Peggy Forrest seconded the motion. The minutes were approved as presented.

Treasurer's Report

The Treasurer's Report was presented to the members by Patti Hamilton, Treasurer. The previous balance is \$5,716.20. Expenses incurred June 2011 thru September 2011 were \$100.00. Income between June 2011 thru September 2011 was \$6,801.20 and the resulting balance was \$6,701.20. Bonita Gaston made a motion to approve. Maria Howard seconded the motion. Current count for membership is 80.

At the Board of Directors meeting, August 13, 2011, the Board decided SILHIMA offices should take an Oath of Office. Prior to any further business, all Board Members read the Oath of Office to show their commitment to the Association and members.

President Ramsey presented Damian Prendiville, RHIT with a certificate and reimbursement check per SILHIMA policy for successfully passing the RHIT examination this year.

Business Meeting:

Board of Directors Meeting Update: August 13, 2011

- Developed guidelines for expenditures/purchases

- Treasurer's books will be reviewed at the Annual SILHIMA meeting

- Checks returned for insufficient funds, additional fee of \$20 will be added

- Processing fees by TELUS's will also be added to the registration fee

- Discussion of ways to increase SILHIMA Membership.

- Linda Ramsey will ask the ILHIMA President, Donna Schnepf to attend a meeting.

SILHIMA Election: Mrs. Ramsey stated only 27 ballots were returned. Discussion of issues involving the electronic mailing and ballots were discussed.

SILHIMA Dues: Mrs. Ramsey presented to the membership increasing the annual dues from \$10 to \$25 per year and for students from \$5 to \$10. The membership voted and approved. The fee increase will be effective July 1, 2012.

ILHIMA Update:

- Community Education Coordinators (CEC) ILHIMA is asking for two volunteers from each region. If you are interested, please notify Linda Ramsey.

- CoP (Facilitator Communities of Practice) A volunteer is needed.

- Communications: Career Day/ School. If interested, notify Linda Ramsey.



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Annual Meetings

ILHIMA Annual Meeting: May 3-4, 2012 Bloomington, IL.

AHIMA Annual Metering: Sept. 30-Oct. 4, 2012, Chicago. Asking for volunteers for both meetings.

ILHIMA 2013 will be in Tinley Park, IL.

Committee Reports

Bylaws Committee: Linda Ramsey presented the SILHIMA By-laws with proposed changes. This was sent to the membership via e-mail prior to the meeting. By-laws were reviewed in total with the following suggestions for changes made; Article V. Duties of Officers, Section 5. Duties of the Secretary: it was suggested to mail announcements of meetings to HIM Departments of hospitals and also alternative sites in the SILHIMA region, including vendors, physician offices, correctional facilities, etc. Chris Froemling presented an example of students attending Illinois colleges from out of state not being included in the reimbursement program provided by SILHIMA due to previously set bylaw requirement. Linda Ramsey felt this could be incorporated into the Bylaws and requested that Chris Froemling submit a formal request and example via email.

A vote was taken to approve the proposed Bylaws changes. The proposed changes were accepted with unanimous approval (42 members in attendance).

Nominating Committee: Report was presented by Linda Ramsey. We are currently accepting nominations for the 2012-2013 fiscal year. Carrie Allison, the Chair, will send an e-blast to the membership in January, 2012.

Program Committee: President Ramsey presented the report on the quarterly meeting schedule for 2011 - 2012.

Winter Meeting - November 18, 2011 hosted by SICCM HIM Students of Herrin, IL;

Annual - Spring Meeting - March 23, 2012 hosted by SWIC HIM students of Belleville, IL;

Summer Meeting - June 15, 2012 hosted by SIH, Donna Young and Charlotte Henry in Herrin, IL.

A suggestion to change the Committee name from Program to Education Committee was approved by the membership.

Scholarship Committee: Sherry Hopkins announced that scholarship applications have been sent to SWIC and SICCM program directors in the month of August versus the usual Spring submittal per request of the program directors.

Membership/PR Committee: President Ramsey suggested the creation of a newsletter to keep membership updated. Donna Young spoke about career days at regional high schools and junior high schools.

Secretary Forrest made mentioned postcards were sent to regional hospitals and were available at door. Membership was reminded to inform SILHIMA of any changes in email addresses. It was also identified the certain domains such as hotmail.com does not pass through security at regional hospitals.



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Awards: President Ramsey asked members about Distinguished Member and Coder Awards. She would like to continue this tradition and is accepting recommendations for the annual meeting.

The first place scholarship recipient, Deborah Cline, presented her essay to members.

President Linda Ramsey announced that she had a signup sheet for the various committees for the coming year.

Job Openings

St. Elizabeth's, Belleville - HIS Director - apply online

Memorial Hospital, Carbondale –CDI position

Frontier Community College - teaching position for new Health Informatics Program

Deb McNaughton, recruiter - acute care coder in the St. Louis area.

Multiple FT/PT coding positions within SSM St. Louis- apply online.

Adjournment

The meeting adjourned at 1:10 p.m.

Kristin Forrest, RHIT
SILHIMA Secretary

Linda Ramsey, RHIA
SILHIMA President