RRHIMA Update, Business Meeting
May 2, 2024

RRHIMA 2023-2024 Board of Directors

- President — Penny Hankins, MS, RHIT
- President-Elect — Empty position

- Past-President — Mary Pasciak, RHIT

- Director of Membership Engagement — Lisa Boyle, RHIT

- Director of Communications — Shea Coleman, RHIT

- 2nd Yr Director of Education — Empty position

- 1st Yr Director of Education — Denise Perry, MSM, RHIA

- Director of Finance — Brandy Almekinder, RHIT

- Student Representative — Marina Caito, SUNY Alfred

2023-2024 Strategic Plan

- **Mission -** The Rochester Regional Health Information Management Association promotes professional excellence and provides growth opportunities for its members and the region.

- **Vision -** To be the recognized association and recognized experts in the management of health information in the region.

- **The new Strategic Plan was built around 4 goals**:
  - Identify, and develop leaders for RRHIMA and the profession
  - Sustain a strong infrastructure to support RRHIMA operations
  - Provide cost effective educational programs that meet AHIMA core content areas and emerging roles
  - Grow membership & engage members through volunteer & networking opportunities

Membership

- Active members in Membership Directory (Dues paying and Emeritus) - 94

- Student members in database - 6

- We have an online application/membership renewal form on the RRHIMA website - https://rrhima.org/user-registration/. Click on the "Renew or Become a Member" link on the website.

- Please encourage professional colleagues and co-workers who are not members or did not renew to join

- We will be putting a special focus on recruiting student members this next year with our Director of Membership Engagement at the lead

Finance Report

- Add a memo to your payments, "membership dues", "Fall Webinar" for checks and PayPal.

- Reminder to send payment in a timely manner after registering for membership or webinars.

- New RRHIMA Laptop.

Finance Expense/Summary Report

ACCOUNT	Event/Reason	MEMO	SUM of DEPOSIT	SUM of WITHDRAWAL
⊞ Total			$25.00	$25.00
⊞ Begining Balance Total			$8,611.92	$0.00
⊞ Administrative Total			$1,925.00	$895.68
⊞ Awards Total			$28.00	$0.00
⊟ Education	⊞ 2023 Annual Picnic Total		$110.00	$331.08
	⊟ 2024 Annual Meeting	2024 Annual Meeting (5 Members)	$200.00	$0.00
		CorroHealth Sponsorship (Annual Meeting)	$550.00	$0.00
	2024 Annual Meeting Total		$750.00	$0.00
	⊞ Technology Total		$0.00	$549.90
	⊟ Webinars - Fall	2023-2024 Fall Webinars (1 Member)	$90.00	$0.00
		2023-2024 Fall Webinars (10 Members, 1 No	$515.00	$0.00
		2023-2024 Fall Webinars (13 Members, 1 No	$650.00	$0.00
		2023-2024 Fall Webinars (3 Members, 2 Non	$265.00	$0.00
		2023-2024 Fall Webinars (3 Members)	$135.00	$0.00
		2023-2024 Fall Webinars (4 Members)	$180.00	$0.00
		Gift Card for 2 Guest Speakers	$0.00	$50.00
		Gift Card for Guest Speaker	$0.00	$50.00
	Webinars - Fall Total		$1,835.00	$100.00
	⊟ Webinars - Spring	2003-2024 Spring Webinars (1 Non-member)	$65.00	$0.00
		2023-2024 Spring Webinars (14 Members)	$630.00	$0.00
		2023-2024 Spring Webinars (2 Members)	$90.00	$0.00
		2023-2024 Spring Webinars (8 Members, 1 $	$352.50	$0.00
	Webinars - Spring Total		$1,137.50	$0.00
Education Total			$3,832.50	$980.98
Grand Total			**$14,422.42**	**$1,901.66**

2023–2024 Budget As of 4/2024

2023-2024 Budget as of 4/8/2024	2023-2024 Budget			2023-2024 Actual		
	Revenue	Expenses	Variance	Revenue	Expenses	Variance
Administrative	$2,500	$3,125	-$625	$1,925	$1,296	$629
Membership Dues (100X$25)	$2,500			$1,925		
Vendor Sponsorship	$0			$0		
Board Expense						
NYHIMA Conference (Coffee Break, P & PE registration, door prize)		$1,300				
Postage/Supplies		$25				
HIP week and Door Prizes		$0				
Bi-Annual Audit and Filing Fees		$0			$200	
Technology						
website		$700				
New Laptop		$800			$399	$401
Other (Microsoft Office, Electionrunner		$100			$569	
PayPal Fees		$200			$128	
Education	$4,120	$1,550	$2,570	$3,132	$981	$2,151
Webinars						
Fall Webinar Series (45X$45)	$2,025			$1,835		$190
Spring Webinar Series (45X$45)	$2,025			$1,137		
Speaker Gift Cards (Webiinar & SIG)		$250		$100	$100	$150
Technology						
Zoom Meetings and Webinars		$550			$550	
Other Expenses						
Annual Picnic	$70	$750	-$680	$60	$331	-$271
2023 Annual Meeting	$2,100	$4,000	-$1,900	$750	$0	$750
Registration Fees (40x$40)	$1,600			$200		
Vendor Sponsors	$500			$550		
Venue/Food Costs		$3,500				
Speaker costs		$400				
Misc (Labels, candy, prizes, printing program)		$100				
Next Year's Annual Meeting Deposit		$0				
Totals	**$8,720**	**$8,675**	**$45**	**$5,807**	**$2,277**	**$3,530**
Awards	$0	$0	$0	$28	$0	$28
50/50 raffle (picnic)				$28		
50/50 raffle (annual meeting)						
Donations						
Academic Award						

Communications Report

RRHIMA Member Spotlight featured on the RRHIMA Website
- October 2023: Penny Hankins
- Past Member Spotlights include Lorri Lauzze and Donna Barnard
  - Available on our website under "News"
- We will be interviewing Darlene McKendrick this fall
- Always looking for members to interview, reach out if you know of someone
- Thanks to this year's roving reporter Lori Phelan

Facebook and LinkedIn: We will continue to utilize Social Media platforms to promote RRHIMA events and share information relevant to our field

Facebook: https://www.facebook.com/rochesterregionalhima/

LinkedIn: https://www.linkedin.com/in/rrhima-board-0aa497296/

Communications Report

RRHIMA website (www.rrhima.org)

- Updated information regarding SIGs and education/webinars
- Log in to renew membership and view members-only content

Gmail (rrhima1@gmail.com)

- Email Distribution List – Always a work in progress. Updated regularly
- Please keep email updated in your profile on the RRHIMA website, let us know if your email address changes or you aren't getting email notifications from RRHIMA

Education Report

2024 Spring Webinar Series

- 3/12/24 CDI and Clinical Validation Queries
- 3/26/24 E&M Leveling
- 4/02/24 Authentic Leadership - A Deeper Dive
- 4/16/24 Implementing Change
- 4/30/24 The Emerging Role of the CDI Analyst - A Perfect Fit for HIM Professionals

5 AHIMA/AAPC CEU. $45/member $65/non-member

Education Report

- 37 registrants for the series

  - Resulting in 102 attendees over the 5 sessions - typically each presentation had about 21 attendees

  - YouTube views - unable to determine at this time due to recent presentation

- Good feedback from evaluations.

Education Report
2024 Spring Webinars

Participant Responses: (Incomplete data due to recent presentation)

- 97 responses to date - 96% of responses rated the speaker as "Good" or "Great".

- High number of "Exceeded" or "Met" expectations

- Over 80% responded that the topic was "Somewhat" or "Very" useful for their job.

Participant Comments:

- Requests for speakers to present again
- Many thanks
- Appreciation for the series

Education Report

2024 Fall Plans

To Be Announced this Summer

Director of Membership Engagement

2023-2024 Overview
- Created policies and procedures for this position, as it was a new position
- Met our goal of 100 members, 6 students members!
- Member Survey sent out
- HIP Week 2024

Special Interest Groups (SIGs)

Coder's SIG

- Meets 3-4 times a year via Zoom. Is FREE to attend.
- All RRHIMA Dues Paying and Emeritus members get 1.0 AHIMA/AAPC CEU for attending.
- This year's meetings:
  - Sept 27,2023 ICD 10 CM and PCS 2024 Coding Updates -Amanda Baird RHIA- University of Rochester

    We had 27 attendees for the Coding Sig meeting.
  - . Dec 06, 2023 Social Determinants of Health- How HIM Coding Helps Patients' Health presented by Rochelle Nichols,

    Associate Director from University of Rochester

    We had 21 attendees, which includes the committee members for the Coding SIG meeting.

Special Interest Groups (SIGs)

LTC SIG

- **Meets quarterly on the 3rd Tuesday of that month from 2-4 pm via Zoom** and in person (hybrid approach). Meeting Zoom link is on the Events calendar on the RRHIMA website.

Professional Development SIG:

- Met for the first time in December 2023 talking about AHIMA's microcredentials and the changes AHIMA proposes regarding CEUs.
- Trying to find speakers for another meeting

RRHIMA Annual August Picnic

- Date: August 8, 2023, 2:00 - 7:00 PM

- Where: Powder Mills Park - Powderhorn Lodge, Pittsford NY

  We had 19 attendees which included the RRHIMA Board of Directors. Lunch was provided to all who attended. We gave out door prizes as well.

  We had a wonderful speaker who was from Blue Cross-Blue Shield Jennifer presented on "Universal Design for Content Sharing". Presented by Jennifer Rowlands, BS. who is an Instructional Designer III.

  It was a rainy day, and we all had a fun day playing card games inside the lodge.

Volunteer Opportunities

- **We need volunteers primarily to help with**:

  - Nominations and Election Committee (Feb-March)

  - Annual Meeting Planning Team (Jan-May)

  - Other activities as needed