



New Hampshire
Society of Healthcare
Facility Managers

Chapter Meeting Minutes
March 18, 2016
125 Airport Road, Concord, NH 03301

Attendee	Organization
Jay Hall	Concord Hospital
Jim Magoon	Concord Hospital
Mike Harrison	Concord Hospital
Paul Blake	Concord Hospital
Bruce Blazon	North Branch Construction
Tim Bishop	DH Nashua
Peter Girard	DH Concord
Stephen Hassell	Shawmut Design
Septima Maclaurin	Morris Switzer
Heather Burr-Carey	ARS Restoration
Meredith Gonzales	Sprague Flooring
Richard Saklad	Wentworth-Douglass
Bob Holden	Denron
Greg D'Heilly	DH Manchester
Anne Kroger	Cannon Design
Charlie Delaney	LRGH
Angela Drake	LRGH
Scott Lever	SNHMC

Product/Service Introductions

ARS Restoration

Lunch

Provided by ARS Restoration

Presentation

Biohazard Remediation by Steve Bouzan of ARS (ASHE awarded 1.5 Contact Hrs)



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Call to order: Business Meeting

The business meeting was called to order by Greg D’Heilly at 2:00PM.

Meeting Minutes:

February’s Meeting Minutes were approved.

Officer Reports:

President Report: Greg D’Heilly

- You can pay for NEHES and NSHFM on same site.
- Secretary still open. Connect with myself and/or any member of the board.
- Research to follow up with the IRS regarding nonprofit status reporting.

Vice President Report: Greg D’Heilly on behalf of Paul Colby

- Going to hold meeting one week early on June 10th. In June set up with ASSA/ABLOY Tour Bus dedicated to healthcare. New products out. Would like to know what the group would like to focus on. Medication locks, Access Management, Key Control Software (what keys are where, etc.).
- Scott Lever mentioned key management software integrated with key machines.

Treasurer Report: Tim Bishop

Statement Ending Date	February 29 th
On Deposit	\$18,592.39
Unofficial check register totals	\$19,282.39

Comments:

Statement Ending February 29th we have \$18,592.39 on deposit; however, my unofficial check register totals \$19,282.39 with recent member deposits.

Membership

37	Current total number of Active Members
36	Current total number of Supporting Members
8	Number of new free members this period
5	Lifetime
86	Total Members
74	Number of Chapter members that are NEHES members



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Secretary Report:

- No report

NEHES Representative Report: Pete Girard

- No NEHES meeting this last month.
- Spring Seminar coming up April 1st in Leominster, MA. All encouraged to attend.
- 10th Annual Casino Night April 2nd hosted at Gillette by ARS Restoration.

Old Business:

- Secured Insurance for Nonprofits through Mount Vernon Fire Insurance Company.
- Educational Slate
 - Friday, April 1: NEHES Spring Conference and Technical Exhibit in Leominster, MA.
 - Friday, May 20: Member meeting at New Hampshire Hospital Association Building about Hydronic Water Management and ASHRAE 188.
 - Friday, June 10: ASSA/ABLOY Card Access and Management Tour Bus.
 - Friday, July 10 -13: ASHE Annual Conference and Technical Exhibit | Denver, Colorado.
 - Friday, August 19: Twin State Seminar at Dartmouth-Hitchcock Medical Center
 - Sunday, September 25— 28: NEHES 2016 Fall Conference and Technical Exhibit held at the Mountain View Grand Resort and Spa in Whitefield, NH.
 - Friday, October 21: Behavioral health space design by Morris Switzer.
 - Friday, November 18: TBD.
 - December: Annual Planning Meeting focused on officer elections, member dues and 2017 education slate.
- Barrier Management Symposium to be held in Connecticut – Pete Girard will get more info.
- Need to meet with consultant(s) to help us give back to our membership.
 - Discussion regarding Article 7 in the Articles of Agreement. Peter Girard and Charlie Delaney will do some research. Tim Bishop will send a copy of the Bylaws and Articles of Agreement to Pete Girard, Charlie Delaney and Greg D’Heilly.



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New Business:

- Planning a summer outing or picnic
- Pete Girard will ask NEHES for waivers to fall conference.
- Emerging Issues and Trends
- Regulatory Surveys – Hot Topics
 - Jay Hall reported that DNV conducted an in depth survey of their facilities.
 - Life Safety surveyor spent a whole day digging through records to include generator, sprinkler and fire alarm testing.
 - Pressure differentials in OR's. Wanted proof to show how they made improvements. Concord had to go back to the programming code of the BAS to prove the improvements that were made. The surveyor wanted to see a year's worth of data. Working with Siemens to gather data and report out as needed.
 - Completed 2 physical surveys of the building. One was inspecting floor by floor. Really big on egress. Followed exit signs out of the building. Caught 10 punch out arrows pointing the wrong way. Got wrote up on that.
 - Excessive pressurization of pharmacy due to door not closing and latching properly. Not an egress issue but rather security.
 - Above ceiling survey found some sprinkler issues to include data wires hung over piping, sprinkler line pushing on duct and uni-strut pushing on sprinkler piping.
 - Scott Lever reported that DNV was also at his hospital.
 - Looked a lot at management plans as opposed to documentation to include annual reviews, fire department inspections, verbal review of drills, building tour, three off site facilities, fire extinguishers, pumps, sprinklers, kitchen hoods, security – asked if weaponized, training, how you handle code gray, asked about waivers (taken any?), 30 gallons or greater storage bins, power strip policy, work place violence policy (part of HVA), liked emergency code manual. One comment that came up as it's okay to say "I don't know as long as you know where to find info". Annual security training for non-security people. Bio Hazard Risk Assessment – how follow regs? How do they track failures of equipment? Wanted samples of preventive maintenance work orders. Asked if they have an above ceiling permitting program. Three year accreditation review due next year (2017).
 - Building tour to include asked how ultra sound probes were cleaned. Life Safety guy was a generalist. Nuclear lab, CT asked how drugs were controlled. Looked for penetrations. Went into MRI and asked about fire extinguishers. Asked to borrow a small magnet to check pins on extinguishers. Wanted to see pulmonary. Looked in mechanical penthouse. Asked about arc flash program. Sterile processing. Impressed with cart washer.



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- All in all had a good visit. Engineering and facilities had no findings. Congratulations to Scott's Team!

Adjournment:

- The meeting was adjourned by Greg D'Heilly at 2:41 pm.

2016 NHSHFM Officers:

President – Greg D'Heilly

Vice President – Paul Colby

Treasurer – Tim Bishop

Secretary – Vacant

NEHES Representative – Peter Girard

NEXT MEETING:

May 20, 2016

New Hampshire Hospital Association Building

125 Airport Road

Concord, NH 03301

Topic: ASHRAE 188 and Hydronic Water Treatment by Clarity

Respectfully Submitted,

Tim Bishop

Treasurer, NHSHFM