

CSHRM BOARD OF DIRECTORS MONTHLY MEETING MINUTES



Location: Zoom
Date: April 15, 2025
Time: 10 a.m.

In attendance:

Daniel Wainwright, Esq., Jonathan Corr, Esq., Tascha Haut, Rebecca Lowell, Karen Frisella, Chandra Bealey, Barbara Caulfield, Sheetal Shah, Erin Weeden, Kathleen Lozano

Absent:

Sonia Atilano, Duyen Tran, Mark Field, Pam Brotherton-Sedano, Cassandra Hall-Valdivia, Kirsten Padgett

1. Call to order

- Called the meeting to order at 10:05 a.m. on April 14, 2025.

2. Approval of minutes from last meeting

- Tascha motioned, Chandra seconded. The Board approved the meeting minutes of February 27, 2025.

3. Elections

- Close on 5/2/25
- 17 votes submitted.

4. Annual Retreat

- Fresno (Dan or Kathy's offices) or Sacramento (Jon's office)
- Duyen to send location and date preference survey.

5. Annual Meeting

- Need 20 day notice to members
- Announce election results at meeting
- Schedule for 5/14/25 during regular scheduled board meeting.
- Will reassign committee chairs – membership, communications back-up for Jon.

6. Committee Reports

- Membership
 - 120ish active, paying members.

- Education
 - November 2025 SLO conference planning. Open to topic suggestions.
- Treasurer
 - See Pam's email report.
- Communications
 - No report.
- Sponsorship
 - Great sponsor participation this year.

7. 2025 Conference Recap

- Attendance
 - More first-time attendees.
 - 205 registered; 87 paid attendees.
- Speakers
 - Speaker expenses need to be submitted.
- Surveys
 - Karen compiled survey results. Will email board to review.
- Marriott follow-up
 - Jon still needs to finalize the invoice.
 - Over hotel room quota.
 - Amount of food good. \$17,000 increase in food budget from 2024.
- Miscellaneous Tasks
 - SCAHRM conference price is lower than CSHRM. Charge extra for after parties. \$50 for pre-conference day.

8. Adjournment

Jon adjourned the meeting at 10:38 a.m.

Minutes submitted by: Erin Weeden

WEEDEN, ERIN

From: Pamela E Brotherton-Sedano <Pamela.E.Brotherton-Sedano@kp.org>
Sent: Tuesday, April 15, 2025 9:49 AM
To: WEEDEN, ERIN; Haut, Tascha C; Cassandra Hall-Valdivia; Caulfield, Barbara; Chandra Bealey; Daniel Wainwright; jcorr@porterscott.com; Karen Frisella; Lozano, Kathleen; mark.field@ucop.edu; Padgett, Kirsten; Rebecca Lowell; satilano@communitymedical.org; Sheetal_Shah (Sheetal_Shah@elcaminohospital.org); Tran, Duyen; Sheetal Shah
Subject: [**External**] RE: CSHRM April meeting - new invite



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Hello, apologies. I cannot join the meeting today due to a meeting conflict.

Treasurer's report:

Beginning balance 3.1.25:	\$195,255.95
Deposits:	\$ 11, 524.82
Withdrawals:	\$ 6771,77
Checks:	\$ 7396.25
Ending balance 3.31.25 :	\$192,612.75

CD: \$ 32,430.16
Matures: 4/18/25

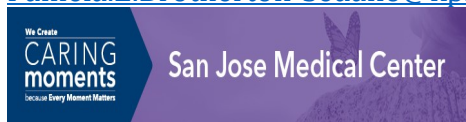
All speakers who submitted expense reports have been paid.
Marriott has been paid for conference.

Please let me know if you have any questions.

Thanks very much, Pam

Pamela Brotherton-Sedano, MS, RN
Area Safety and Quality Officer
Health Equity Officer
Patient Safety Officer
Kaiser Permanente Medical Center San Jose
275 Hospital Parkway
San Jose, CA 95119

408-972-3445 office
8-440-3445 tie line
408-750-0746 mobile
408-972-7248 fax



-----Original Appointment-----

From: WEEDEN, ERIN <ERIN.WEEDEN@sutterhealth.org>

Sent: Monday, March 31, 2025 4:15 PM

To: WEEDEN, ERIN; Haut, Tascha C; Cassandra Hall-Valdivia; Caulfield, Barbara; Chandra Bealey; Daniel Wainwright; jcorr@porterscott.com; Karen Frisella; Lozano, Kathleen; mark.field@ucop.edu; Padgett, Kirsten; Pamela E Brotherton-Sedano; Rebecca Lowell; satilano@communitymedical.org; Sheetal_Shah (Sheetal_Shah@elcaminohospital.org); Tran, Duyen

Cc: Sheetal Shah

Subject: CSHRM April meeting - new invite

When: Tuesday, April 15, 2025 10:00 AM-11:00 AM (UTC-08:00) Pacific Time (US & Canada).

Where:

<https://sutterhealth.zoom.us/j/6487871450?pwd=ZWR2NUpzK3djbEtmT1MxK251bE9BZz09&omn=98594805266&from=addon>

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Here is our agenda for tomorrow:

- 1) Approval of Minutes from February Meeting
- 2) Committee Reports
 - a. Education
 - b. Sponsorship
 - c. Secretary
 - d. Treasurer
 - e. Communication
 - f. Membership
- 3) 2025 Conference Wrap Up
- 4) Elections Progress
 - a. New positions for Board Members
- 5) Annual retreat planning
- 6) Annual meeting
- 7) New Business/Planning

Hello! I'm sending a new Zoom invite for April's meeting since Duyen may not be able to attend. Thank you!

Hi there,

WEEDEN, ERIN is inviting you to a scheduled Zoom meeting.

[Join Zoom Meeting](#)

Phone US: [+16699006833](tel:+16699006833), [6487871450#](tel:+16487871450) or [8339284609](tel:+18339284609), [6487871450#](tel:+16487871450) (Toll Free)

one-tap:

Meeting <https://sutterhealth.zoom.us/j/6487871450?pwd=ZWR2NUpzK3djbEtmT1MxK251bE9BZz09&omn=98594805266&from=addon>

URL:

Meeting 648 787 1450

ID:

Password:943697

Join by Telephone

For higher quality, dial a number based on your current location.

Dial:

US: +1 669 900 6833 or 833 928 4609 (Toll Free) or 833 928 4610 (Toll Free) or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 833 928 4608 (Toll Free)

Meeting 648 787 1450

ID:

[International numbers](#)

Join from an H.323/SIP room system

H.323: 144.195.19.161 (US West)

206.247.11.121 (US East)

Meeting 648 787 1450

ID:

Password:943697

SIP: 6487871450.943697@zoomcrc.com

Password:943697

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