

CSHRM BOARD OF DIRECTORS MONTHLY MEETING MINUTES



Location: Zoom
Date: July 8, 2026
Time: 1:00 p.m.

In attendance:

Barbara Caulfield, Cassie Valdivia, Chandra Bealey, Duyen Tran, Emily Albanese, Erin Weeden, Julie Song, Kathleen Lozano, Mary Kusber, Rebecca Lowell, Sonia Atilano, Thomas Viall

Absent:

Karen Frisella, Mark Field, Sandy Bryant

1. Call to order

Rebecca called the meeting to order at 1:03 p.m. on July 8, 2026.

2. Approval of Minutes

- The Board reviewed and approved the April 22, 2026 and June 8, 2026 minutes.

3. Committee Report

- Treasurer
 - Bank Balances as of 6/30/2026
 - Checking: \$109,608.80
 - CD: \$32,343.64

4. Website Management

- There is a subcommittee who is handling the website management. Sonia is taking over Communications. Sonia and Cassie will tag team. First topic is Membership and learning how to send a meeting out.
- We will table this topic until the next meeting.
- Things we need to work on include updating content and membership, corporate logos, communications, and post bylaws and rules/responsibilities.

5. Educational Certification

- Emily and Rebecca are working on MCLE certs. Karen is working on BRN certs.

- Usual offerings include ASHRM, BRN, and MCLEs for the SLO event.
- Annual CSHRM conference will have more offerings.
- Kathy will share the CSHRM education email with Emily and Rebecca and add Emily to the distribution list.

6. Education

- Status of SLO: Topic is "Doing More With Less" – hoping to use ourselves as speakers to keep our costs low. Rebecca can speak on "Healthcare Defense on a Dime" unless there is someone else interested. Tom will take on AI topic. Chandra will try to find someone who can speak on insurance.
- Topics: Mental Health, Employment Law, Healthcare "Coverage" When Enough is Not Enough, Texting Do's and Don'ts, AI Impact.
- Speakers: The Board, if possible
- Chandra will put budget together; still waiting on hotel to get back to Kathy.
- Hoping to get more sponsors this year; elected to keep the same price as last year
- SCHARM: not in the same financial position as CSHRM
- Status of webinars: still in the works

7. March 2027 Conference: Risk Never Takes a Vacation

- Received three proposals so far. Rebecca is working on another two. The topic of Mental Health is popular. Erin will connect with her neighbor about being a speaker.
- Duyen will do some research on new swag. Send her any ideas you might have.
- Risk Management 101 at the beginning of Wednesday morning. Half-day session. Would be fairly easy to put together and get CLEs.
- Social media/selfie corner: table for next meeting
- Golf tournament: Kathy will connect with Jon.

8. Membership

Monthly Membership Levels

From January, 2026 To June, 2026



9. Next Meeting

The next meeting will take place on August 12, 2026 at 1:00 p.m.

10. Adjournment

Rebecca adjourned the meeting at 2:10 p.m.

Minutes submitted by: Duyen Tran