

Idaho Health Information Association (IHIA) Meeting  
Conference Call  
November 17, 2011; 10:00 a.m.

**Attendees:**

Deanne Boyer, Healthwise Incorporated  
Amy Claybaugh, St. Luke's Boise Regional Medical Center  
Kathy Fatkin, Eastern Idaho Regional Medical Center  
Marcia Francis, Idaho State University  
Sandy Hight, Saint Alphonsus Regional Medical Center  
Liisa Rogers, Healthwise Incorporated (IHIA President)  
Pam Spickelmier, St. Luke's Boise Regional Medical Center  
Jean Stubbs, Boise VA Medical Center  
Gregg Whitmore, Boise VA Medical Center

**1. Greetings and Introductions**

Liisa Rogers, IHIA President, welcomed everyone to the conference call, and attendees introduced themselves. Most institutions sent in updates to be published in the *Citation*, the IHIA newsletter, so roundtable reports were not included on the meeting agenda.

Teresa Murdock, Madison Memorial Hospital, in Rexburg is not likely to attend future IHIA meetings, because she no longer works in the Library there. The Secretary-Treasurer will send a card to Teresa Murdock to let her know we were thinking of her and wish her well.

**2. New Business**

Marcia Francis inquired if there was any interest in scanning IHIA records for archive purposes and perhaps transferring the print records to a repository. Student assistants at her library would scan the records as time permits.

IHIA members felt major documents such as annual treasurer reports, bylaws, newsletters, history, executive board responsibilities, minutes, and professional development fund information should be scanned. The most recent meeting minutes could be made available on the IHIA Web site. Liisa Rogers noted that the President's records include copies of the *Citation* back to the 1980s.

Pam Spickelmier moved, seconded by Sandy Hight, that IHIA support the scanning and archiving project in any way we can. Pam noted "support" would be defined as contributing materials to project as deemed appropriate, determining how files will be used in future, and defining where the print records might be archived after scanning. Perhaps grant monies could be obtained to pay for any needed supplies. Marcia Francis clarified that Idaho State University will

contribute the student assistants' time to perform the scanning, and she will oversee the project as part of her Secretary/Treasurer duties.

Liisa Rogers will post selected items on the IHIA Web site including the IHIA history, bylaws, minutes, and professional development information. She also will review the President's records and make arrangements for appropriate records to be delivered to Pocatello for scanning. When minutes are posted on the Web site, the President will notify members.

Members reviewed the contents of the IHIA Web site and decided to remove the Idaho list of DOCLINE holdings. Members who have publicly accessible catalogs and journals lists are encouraged to send those links to the President, so those may be posted instead.

### **3. Treasurer's Report - Omitted due to posting on the IHIA website.**

### **4. Lynn Hauer**

Sandy Hight reported that Lynn Hauer, IHIA member at Kootenai Medical Center, underwent surgery for cancer this morning. Cards may be sent to her work address. Members agreed to authorize payment of up to \$50.00 to send flowers on behalf of the IHIA. Sandy will notify the Secretary-Treasurer when Lynn is at home, and the flowers should be sent.

### **5. Old Business**

Jean Stubbs reminded members she will be retiring at the end of the year with her last work day being December 30. Liisa Rogers thanked Jean on behalf of all IHIA members for her service and involvement with IHIA over her long and productive career. Gregg Whitmore will be in charge of the library at the Boise VA Medical Center.

### **6. New Officers**

Sandy Hight moved, seconded by Marcia Francis, that Amy Claybaugh serve as the next IHIA President starting in January 2012. Motion passed unanimously. Catherine Poppino will be encouraged to serve as the next President after Amy.

Liisa Rogers will assume the post of Immediate Past President in January from Kathy Fatkin.

Sandy Hight moved, seconded by Pam Spickelmier, that Marcia Francis continue to serve as Secretary/Treasurer for another two-year term. Motion passed unanimously.

### **7. Next Meeting**

IHIA often meets in the spring, but the Medical Library Association annual meeting is going to be held in Seattle next May. PNC/MLA continuing education is scheduled for Fall 2012 in Seattle. Members considered the possibility of a summer IHIA meeting. The President will send out a survey as the time approaches to find out when members would like to meet.

## **8. Final Items**

IHIA members thanked the Boise librarians for all their hard work in organizing the Fall 2011 PNC/MLA Meeting!

Thank you to Amy Claybaugh for setting up the technical arrangements for today's meeting!

## **9. Adjournment**

Meeting adjourned at 11:30 a.m.

Respectfully submitted,

Marcia Francis, Secretary-Treasurer