



Sample - compliments of the Colorado Healthcare Association for Human Resource Management

17. Chapter Committees

- Chapter establishes committees, which serve to meet the objectives and needs of the Chapter in several areas: Membership, Education, By-laws, Communication and Legislation.
- Chapter maintains Committee Roster with names of Committee Chairperson and committee members and the objectives based on the Chapter's needs.
- Each committee prepares an annual written evaluation of its objectives and results communicated to the entire membership.

**Documentation Required:** List each committee, it's chairperson and committee member. Submit copy of each committee's objective.

Chapter withheld displaying membership roster.

# FOCUS

## From the President



Happy Spring time! I can hardly believe that we're almost through the first quarter of 2008. CHAHRM recently hosted our first conference of the year in March at The

Cliff House in Manitou Springs. A sincere thank you goes to the planning committee for bringing us phenomenal speakers who provided us all with a plethora of information that we can truly take back to our workplaces and utilize. Topics covered at the conference were: Unionization Efforts Update, Paper vs. Online Policy Systems; Workforce Planning, Collaborative Leadership for Human Resources, Successful Online Recruiting Trends and What Top-Performing Companies have Taught Us About Communication Best Practices. Thank you to healthEcareers and Xtreme Recognition for their Gold sponsorship of our program, TriStar Risk Management for their contribution and Steve Moulton for the HRCI credits.

We are just finishing up our membership renewal process. I'd like to take this opportunity to welcome any new members to CHAHRM and welcome back those that renewed their membership. We are thankful for your commitment to CHAHRM and in turn, it is our continued goal to support the needs of healthcare HR professionals by providing networking opportunities, informative/educational speakers, growth opportunities and even a little bit of fun!

Specifically, our goals for 2008 are:

**Leadership** - research possibility of fundraising/setting up a separate scholarship fund; support healthcare careers by awarding 2 scholarships; continue community service with current contact and identify 1 new group activity; phone survey with members and COOs of hospitals to determine how we can best serve their HR departments needs; support president-elect and president to attend leadership and national conferences.

**Membership & Regional Liaison** – increase membership by 20% over the year; promote CHAHRM to students (1 class presentation); partner with Denver Area Healthcare Recruiters Association (DAHCRRA) on at least one joint activity per year and invite members to all CHAHRM events.

**Programming** – host three successful programs throughout the year for members; create a more detailed budget, align number of vendor/sponsors with programming and determine how to support enhanced speaker fees; expand conference mailings by 5%.

**Communication** – provide email surveys throughout the year to members; research & identify an electronic capability to capture survey data to ensure all participants get results; increase communication via website by posting testimonial video for potential members and by providing electronic surveys; four newsletters published throughout the year.

**Legislative** – provide consistent and ongoing communication via email and/or newsletter about new legislative issues; email notifications encouraging members to communicate with legislative representatives on healthcare HR issues.

**Scholarship** – research fundraising for scholarship trust; fund and award 2 scholarships (1 in healthcare and 1 in healthcare HR).