

HFMA
REGIONAL PLANNING TIME AGENDA
San Antonio TX
 April 16, 2023

Attendees: 2023-24 Chapter Presidents, 2023–24 Chapter Presidents-elect,
 2022–23 Regional Executive, 2022-23 RE2 (2023-24 Regional Executive), 2022-23 RE3
 2023-24 RE3 (Optional)

Agenda Item <i>(Note: All timeframes are suggested only; adjust per the region's agenda needs.)</i>	Reporting	Action
1. Welcome, Introductions (10 minutes)	2022–23 Regional Executive	Information
2. Review Agenda (5 minutes)	2022–23 Regional Executive	Information
3. Regional Executive Council Summary (10 minutes)	2022–23 Regional Executive	Information
4. Present Candidates and Vote on the 2023–24 RE 3 (if needed) (20 minutes)	2023–24 Regional Executive	Action
5. Regional Operations <ul style="list-style-type: none"> • Review Regional Executive team roles, responsibilities, and expectations • Review Regional Operating Agreement and identify any additions/changes • Designate Regional Treasurer (if needed) (15 minutes)	2023–24 Regional Executive	Action
6. Review Regional Financials and approve 2023-24 budget (if needed) (10 minutes)	2023–24 Regional Executive	Action
7. Chapter Operations <ul style="list-style-type: none"> • One HFMA project plan • Chapter Success Plan • DCMS Policy • Chapter Portal (15 minutes)	2023–24 Regional Executive	Information
8. Identify Monthly Regional Conference Call dates with Chapter Presidents/Presidents-elect (10 minutes)	2023–24 Regional Executive	Action
9. 2023 Volunteer Leadership Meeting — June Nashville TN Saturday, June 24 th PM and Sunday, June 25 th AM (10 minutes)	2023–24 Regional Executive	Information
10. Other Business (10 minutes)	2022–23 Regional Executive	Information
11. Adjournment (5 minutes)	2022–23 Regional Executive	Action

Supplemental Material to Agenda Item 5 – Regional Operations

- Regional Executive Process
 - Regional Executives 3 (RE3s) are elected annually by Presidents-elect of their respective regions
 - Serve a one-year term as RE3, one-year term as RE2, culminating in their one-year term as RE
- Regional Executive Team Roles and Responsibilities
 - Primary link between the chapters and HFMA
 - Help chapter leaders understand the overall organizational strategies and direction
 - REs sit on the Regional Executive Council where they represent the needs and interests of chapter leaders to the national board and management
- Regional Executive Council (REC)
 - The REC is made up of the REC Chair and Vice Chair (who are HFMA Board Members) and the 11 Regional Executives
 - Council members are tasked with understanding overall HFMA strategies and chapter leaders' needs to set policies that address member needs.
 - The REC is charged with the oversight of:
 - Metrics for Dashboard
 - DCMS (Davis Chapter Management System)
 - Chapter Success Plans
 - Regional Collaboration
- Regional Operating Agreement
 - Approve final agreement at VLM in June
 - Send final version to Volunteer Experience Team (chapter@hfma.org)
 - Notify Volunteer Experience Team of Regional Treasurer
- Regional Executive [Policy](#) on Chapter Resource Center -> Operational Resources -> Chapter Planning and Resources

Supplemental Material to Agenda Item 7 – Chapter Operations

Resources in Chapter Resource Center:

- One HFMA Project [Plan](#) (Chapter Resources -> Digital Resources -> ONE HFMA PROJECT PLAN)
- Chapter Success [Plan](#) (Chapter Resources -> Plan Your Chapter Year)
- DCMS [Policy](#) (Operational Resources -> Chapter Planning and Resources)
- Chapter Portal (Access from home page of Chapter Resource Center)

Chapter Resource Center

To access the Chapter Resource Center, log in to the HFMA website and click the Chapter Resource Center at the bottom of the page.