WPHIMA

Western Pennsylvania Health Information Management Association

Date: March 13, 2008

To: WPHIMA Executive Board

From: Chris Parfitt, RHIT
WPHIMA President

RE: 3rd Quarter 2007-08 Executive Board Report

Meetings Conducted
- 3 WPHIMA Executive Board Meeting
- 2 Business Meetings

Attended
-2 PHIMA Board Meetings

Submitted
-1st and 2nd Qtr reports to PHIMA Board
-President's message for 1st and 2nd Q electronic WPHIMA newsletter/website

Assisted
- Nominations Chair with recommendations for PHIMA ballot
- Educational Committee by completing CE certificates for all education sessions.
- Treasurer with preparation of 2007-08 budget.

Reviewing
- Policy and Procedure Manual for suggested revisions for Executive Board meeting.