

MINUTES

*All people present at this meeting have signed an IEPC Non Disclosure Agreement (NDA).
All content and discussion in this meeting is held to confidentiality in NDA.*

PRESENT: Roneet Lev, Brett Wiley, Russ Kino, Tom Tremoulet, Andy Nothmann, Chad Clark, Valerie Norton, Tom Lee, Bill Rehor, Ian Kramer, Curtice Wong & Steve Sornsin

1. Meeting called to order at 9:00
2. Minutes from January meeting were sent electronically and approved by consensus.
3. Legal Update
 - a. All NDA are up to date with new members
4. Financial & Administrative Update
 - a. All group dues are paid as of February with no need for extra phone call requests
 - b. IEPC in black \$17,000
5. Shareholder Meeting
 - a. Feedback on meeting is that it had good location, food and meeting content
 - b. Future request is that meeting be on a weekday and have time for open discussion
6. Website
 - a. We have good feedback on design and appearance of the website
 - b. We have approval to use the Home photo of Dr. Norton's colleagues for the web site and for the brochure
 - c. JOB posting: Chad Clark and Tom Lee will submit additional posting
 - d. SECURITY – Brett will test security of website to make sure that member log in cannot be accessed simply by stating password is lost
 - e. Corrections – a list of corrections were made
 - i. In the News – the word police
 - ii. About Our Founders – change to California ACEP
 - iii. Russ Kino – to be contact for his group
 - iv. Tom Lee added as member
 - v. In the News – Delete a few lines below Shareholder meeting update
 - f. Additions
 - i. Add Newsletter
 - ii. Add Job Postings (Clark and Lee)

- iii. The Power Point of 2012 survey is on the website, we will be adding graphs and updating this
- g. Forum
 - i. Will find out pricing on single sign on page for forum
- 7. Marketing
 - a. Newsletter will be send out this week
 - b. Will post copy of Newsletter on website
 - c. Advertisement for CAL-ACEP changes made
 - d. Brochure – changes made and will be send out again for review
- 8. Site Survey
 - a. Working on draft survey to combine requirements for 2013 survey, annual report, and ED Benchmarking Data
 - b. Will send this out to groups who request to be first.
 - i. Russ Kino requested to be on first group
- 9. ED Benchmarking Sign Up
 - a. Brett will submit application on behalf of all group and then we will each have access to the data
- 10. Billing Subcommittee
 - a. First conference call will be at 3 pm
 - b. In future will be able to list information and minutes on Forum for comment from others
 - c. Will solicit group input using Survey Monkey
- 11. Data Best Practices
 - a. Working in conjunction with Site Survey
- 12. Future Meeting
 - a. Will arrange meeting for June or July during the week in Orange County
 - b. Conference Call March 25 at 9 am

Respectfully submitted,

Roneet Lev