New York Health Information Management Association Annual Report

Jeffery Youngs, RHIT
2018-2019 NYHIMA President/Chair
OUR MISSION STATEMENT

To promote the professional excellence of NYHIMA members through education, advocacy, and alliances and to offer an exceptional assortment of members-only benefits and professional resources.

OUR VISION STATEMENT

To be the organization of choice for all health information managers in New York State.

OUR CORE VALUES

ADVOCACY
We advocate the importance of quality information, patient’s privacy and confidentiality, ethical practices and support collaboration.

DIVERSITY
We recognize the value of bringing members together and we respect everyone as an individual; irrespective of their backgrounds.

INNOVATION
We constantly look for an opportunity to improve, embrace, and shape innovation.

INTEGRITY
We set high standards for our behavior, stand up for what we believe in; remain dedicated and self-controlled, even when challenged.
ABOUT NYHIMA

Since 1935, NYHIMA has been dedicated to promoting the professional excellence of its members through education, advocacy, and alliances, thereby ensuring quality health information to benefit the public, the health consumer, providers, and other users of clinical data.

NYHIMA is a non-profit organization whose membership consists of Health Information Management professionals employed in hospitals and other health care settings throughout New York State.

Our members possess training in the principles of health information management and are certified and/or registered by the American Health Information Management Association (AHIMA). We are committed to excellence in the management of health information for the benefit of patients and providers.

Within NYHIMA, there are nine regions called Component Local Associations (CLAs). The CLAs provide networking and educational opportunities to members at the local level.

NYHIMA is governed by a Board of Directors and its governing documents include the NYHIMA Bylaws.
2018-2019 NYHIMA Board of Directors and Staff

President/Chair
Jeffery Youngs, RHIT

President/Chair-Elect
Sue Clarke-Kendrick, RHIA

Past President/Chair
Kim Charland, BA, RHIT, CCS

Treasurer/Finance
Frances A. Scott, RHIA

Education/Programs Director
Leslie Mills, RHIA

Communications Director
Tennille Schmitt, RHIT

Legislative Director
Darlene McKendrick, RHIT, CCS

Betsey Schuhle
Central Office Coordinator
NYHIMA COMPONENT LOCAL ASSOCIATIONS (CLAs)

NYHIMA is comprised of nine Component Local Associations (CLAs) which serve as an important platform for professional networking and keeping members apprised of local matters that affect health information management.

NYHIMA’s CLAs are located throughout New York State and provide members with access to local educational offerings, networking, as well as leadership opportunities. NYHIMA members are encouraged to join their local association which is determined by the county in which he/she is employed and or resides.
Letter from the NYHIMA President: Jeffery R. Youngs, RHIT

As President of the New York Health Information Management Association (NYHIMA) it is my privilege to present to you the NYHIMA Board Annual Report for 2018-19. The work that has been accomplished this past year is due to the dedication and commitment of NYHIMA volunteers – members, local leaders, committee chairs and members, section leaders, educators, NYHIMA Delegates, and the NYHIMA Board of Directors (BOD). It has been an honor to serve as the 2018-19 NYHIMA President and to collaborate with these exceptional volunteers. NYHIMA celebrated its 84th year as an association and this year’s annual conference theme – Navigating Together Towards Tomorrow representing that our profession has long standing roots in healthcare, and together we face the challenges together as we move forward.

Our 2nd Annual Member Business Meeting was held during Monday’s lunch at the NYHIMA Annual Conference, so all members can attend. The main objective of the Annual Member Business Meeting is to present a summary of the work accomplished during the year to the members and to hear from the members on any thoughts, comments, questions, etc. that they may have. Details of this year’s accomplishments will be found throughout this NYHIMA Board Annual Report.

Our focus this year was on evaluating many administrative items and functions of the association and updating them to support NYHIMA association member business. This included; updating the NYHIMA Website, assisting the CLA’s with updating their bylaws, renewing our contract with Capitol Hill Management Services to continue operating our Central Office, a new app for our Annual Conference, Education, and starting the work of our next strategic plan moving forward.

NYHIMA Finances remained strong under the direction of our Finance Director, Frances Scott, RHIA. Corporate Sponsorships were brought back, and a media kit is being created to reflect the different types of Corporate Sponsorship’s available. Leslie Mills, RHIA our Education Director did an exceptional job for the NYHIMA Program offerings this year. A total of 72 CEUs were offered and details can be found in the Education section of the Annual Board Report.

NYHIMA membership numbers have remained strong and a NYHIMA membership and student marketing campaigns have been created to utilize this July for membership renewals and to encourage new membership.

Our Communications Director, Tennille Schmidt, RHIT ensured that our five issues of NYHIMA’s Newsletter Perspectives Online were distributed (August, November, December, February and April). In 2018-19, NYHIMA showed growth in our three social media outlets – LinkedIn, Twitter and Facebook and there were several opportunities throughout the year to focus and spotlight NYHIMA members through Perspectives Online and NYHIMA social media. With social media
being a great way to communicate with our members, the board encourages our members to follow us to get important communications and updates.

Darlene McKendrick, BS, RHIT, CCS NYHIMA’s Advocacy Director has been following important initiatives facing our profession. Current topics being addressed in Washington include a patient unique identifier, extending the HIPAA Individual Right of Access to non-covered entities, and encouraging note sharing with patients in real time. We continue to explore the options of revitalizing the NYHIMA Legal Manual, and confident we will have more information to share with our members soon on the direction we take (if feasible).

NYHIMA continues to strive to work and collaborate with local leadership and members across the large state of New York. In September 2018 and in April 2019, the NYHIMA Board of Directors, Local Leaders from each CLA, the NYHIMA Central Office, and representatives from Capitol Hill Management Services met in Albany, NY to hold Leadership Retreats. The Fall Local Leadership Retreat focused on Working Together with our CLA’s and HIM Education in NYS and the Spring Local Leadership Retreat focused on Effective Reporting, By-Laws Workshop and preparing for the 2020-2023 Strategic Planning workshop next Fall.

Our President-elect Sue Clarke-Kendrick, RHIA has been on the BOD for almost two years and is more than ready to take on the duties as President in July. She has a strong passion for the HIM profession, and her positive energy and attitude will bring value to our association and members. I look forward to serving with her on the NYHIMA BOD.

In my role as President, it has truly been a wonderful experience. I have had the opportunity to visit and meet many of the HIM of the HIM professionals in our state. As my term comes to an end of President, I still plan to participate and be active on the board and assist with any initiatives and committees. Thank you for the opportunity to serve as your 2018 – 2019 President.

This year’s annual conference was held at the historic Marriott Downton Syracuse in Syracuse, NY, June 2nd-5th. We had over 300 guests, including members, speakers and vendors. The education sessions were outstanding, we were greatly supported by our vendors who we are most thankful for, and the social events were spectacular. A special thanks to our annual conference chairs, Program Committee - Chair: Carolyn Hastings, MHA, RHIT, CHPS and Arrangements Committee - Chair: Cindy Alsheimer, RHIT and all the committee members.

I would also like to thank our NYHIMA Central Office Coordinator, Betsey Schule. She is a wonderful addition to our association and was a large contributor to the success of the conference. Betsey was new to NYHIMA this year she brought her dedication and commitment, it did not take her long to learn about us and what we needed. We are very fortunate to have Betsey and the team at Capitol Hill Management Services for all the services that they provide to NYHIMA throughout the year.

Finally, a special thank you to our outgoing Past-President, Kim Charland, BA, RHIT, CCS. While she is leaving the NYHIMA BOD this year, her contributions to our association over the last three years will have a positive impact on our association for many years ahead. Also, thank you to Frances Scott, RHIA for her years of service to NYHIMA as the Finance Director. Frances
was instrumental in assisting NYHIMA transition the Central Office and guiding NYHIMA back to a financially sound association for years to come.

As I look back at this past year, I am amazed at how fast it went by, but am equally as amazed and proud of what has been accomplished this past year. I’m honored to serve our association on the NYHIMA Board of Directors, and the relationships I have formed over the years have been amazing. I would strongly encourage other members to volunteer, our future is bright, and we need your expertise to help make us an even better, strong association for current and future professionals. I will never forget my time with NYHIMA both professionally and personally. I have lifelong friends thanks to NYHIMA. Thank you all for your hard work and dedication to our profession.

Respectfully,
Jeffery R. Youngs, RHIT
2018-19 NYHIMA President

NYHIMA Strategic Plan

<table>
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<tr>
<th>Component</th>
<th>Jan</th>
<th>Feb</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June Annual Conference Month</th>
<th>July FY &amp; Sept</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov Election Month</th>
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<td>Membership Renewals &amp; Services</td>
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<td>Initial Renewal Notice (Elects)</td>
<td>Renewal processed on rolling basis</td>
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<td>Follow-up Renewal Notice (Mailed)</td>
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<td>Education &amp; Professional Development</td>
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<td>Conference Program</td>
<td>Administrative Leadership Symposium</td>
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<td>Administrative HOD &amp; Convention</td>
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<td>Leadership On-Boarding</td>
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<td></td>
<td>Board Orient.</td>
<td>Get new team in place</td>
<td>Solicitation of Board Candidates</td>
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<td>Ballot Distributed</td>
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<td>Board of Directors, Committees &amp; Task Forces</td>
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<td>New Board Starts</td>
<td>New Board set up</td>
<td>Solicitation of Committees</td>
<td>NYHIMA REGS to Administrative HOD &amp; Convention</td>
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<td>Budget Process</td>
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<td>Fiscal Yr. begins</td>
<td>BudgetApproved</td>
<td>Planning Cycle formally begins</td>
<td>State-Track</td>
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<td>Conference Planning</td>
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<td>Conference Held</td>
<td>Planning Cycle formally begins</td>
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<td>Government Affairs</td>
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<td>New Legislation</td>
<td>Albany, NYHIMA HOD Day in DC</td>
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NOTE: Recognizing that every component listed below works for NYHIMA throughout the year, this Gantt Chart serves to show the concentration of effort in order to assist the association’s leadership in creating a more effective work flow and pragmatic annual schedule.
GOAL #1 | ENGAGE & EDUCATE

Notes: Bridge Action denotes items that are currently underway or should be initiated while this Strategic Plan is being finalized. The implementation window for the Bridge Actions is the next Q3-120 days.

COLOR CODE SCHEME

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<thead>
<tr>
<th>Strategy</th>
<th>Action Item(s)</th>
<th>Responsible Position(s)</th>
<th>Deadline</th>
<th>Notes/Status</th>
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<tbody>
<tr>
<td>Strengthen value proposition of NYHIMA membership through effective programs, exercise and initiatives to all patient practitioners.</td>
<td>1. Conduct full review of member benefits and the packaging of the association’s value proposition. 2. Conduct surveying membership to identify needs, trends, and effectiveness of current offerings (using target survey). 3. Increase awareness and participation in NYHIMA programming.</td>
<td>Membership Chair, Board of Directors, Office Operations Manager</td>
<td>By June 2017</td>
<td>2. Bridge Action</td>
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<td>Develop formal membership recruitment and retention plan—with outreach to NYS HIMs to grow membership.</td>
<td>1. Craft targeted messages for all prospective member type/groups. 2. Obtain contact lists from all appropriate sources 3. Develop outreach campaign across all platforms—including mailings, social media and &quot;grassroots&quot;/PR</td>
<td>Communications &amp; Marketing Directors, Office Operations Manager, Board of Directors</td>
<td>Begin in July 2017—and complete in 2018</td>
<td>2. Bridge Action</td>
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<td>Provide state-of-the-art professional development for education, competence and career success.</td>
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| 1. Work to develop a standard timeframe to develop, announce and promote all training opportunities and events.  
2. Continue to expand Annual Conference footprint and offerings.  
3. Study and develop greater collaborative efforts with the Locals, offering programming and networking opportunities for all members. |
| Education Director  
Office Operations Manager |
| Ongoing |

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<th>Increase member equity by developing and promoting improved access to NYHIMA services and benefits.</th>
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| 1. Address use of technology as needed to ease access and expand use of NYHIMA’s benefits.  
2. Conduct website content review; developing it as the “clearinghouse” or portal for all NYHIMA services. |
| Membership Chair  
Office Operations Manager |
| Ongoing |

<table>
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<tr>
<th>Strategically promote NYS HIMs—both as professionals in the field and as members of NYHIMA.</th>
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| 1. Create recognition system for member successes.  
2. Highlight such successes across the full spectrum of NYHIMA communications. |
| Communications Director  
Social Media  
Office Operations Manager |
| Ongoing |

<table>
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<tr>
<th>Other potential strategies for 2017 – 2019?</th>
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<tr>
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<tr>
<td>Strategy</td>
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<tr>
<td>Strengthen governance and administration paradigm.</td>
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<tr>
<td>Conduct Local Assessment to ascertain current conditions and needs of the Locals.</td>
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<td>Establish new leadership development program.</td>
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<td>Create and implement new Committee Operations structure.</td>
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<tr>
<td>Create and implement Volunteer Recruitment Program.</td>
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<tr>
<td>Develop templates for governance and administrative needs and consistency.</td>
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<tr>
<td>Continue to develop, improve and leverage all aspects of the NYHIMA’s “Toolkit” in identifying and responding to trends and the needs of a changing, diverse membership.</td>
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<tr>
<td>Tout the achievements of NYHIMA, its leaders and members!</td>
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<tr>
<td>Continue long-range planning of Annual Conference and major events.</td>
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<td>Continue wise financial management to garner the biggest benefit for NYHIMA.</td>
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Other potential strategies for 2017 – 2019?
### GOAL #3  ADVOCATE

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<tr>
<th>Strategy</th>
<th>Action Item(s)</th>
<th>Responsible Position(s)</th>
<th>Deadline</th>
<th>Notes/Status</th>
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</table>
| Develop and implement a NYHIMA Lobby Day in Albany | 1. Choose a date for maximum participation by members.  
2. Develop advocacy materials that will be left for elected officials and staff. | Legislative Director  
Board of Directors  
Office Operations Manager | 2017; build upon event success in 2018 |  |
| Develop and implement a full outreach/communications plan to increase visibility and influence of NYHIMA. | 1. Place NYHIMA on wide variety of social media outlets and coordinate the release of information.  
2. Conduct website content review, developing it as the “clearinghouse” or portal for all NYHIMA services.  
3. Develop annual editorial/promotional schedule.  
4. Develop, brand, and implement targeted outreach tools: “Did You Know?”  
“Faces of NYHIMA”; testimonials “From the Trenches” + Hard Collateral (mailers, brochures, etc.) | Communications Director  
Social Media  
Legislative Director  
Office Operations Manager | Ongoing | 1. Bridge Action  
3. Bridge Action |
| Increase the visibility and influence of NYHIMA leadership and members within the HIM and the general records community to promote NYHIMA. | 1. Identify and support/attend 2-3 HIM events  
2. Communicate updates to members and how they can be involved via NYHIMA communications network.  
3. Develop and implement “grassroots” member engagement plan; asking for their assistance in “spreading the word.” | Board of Directors  
Government Affairs Committee  
Communications Director  
Social Media/Communications Office Operations Manager | Ongoing |  |
| Monitor and influence legislation; educate members about legal and regulatory issues. | 1. Review bills, court actions, AHIMA reports and determine which NYHIMA will support or oppose.  
2. Provide routine reporting methodology for all government affairs issues and updates. | Board of Directors  
Government Affairs Committee  
Office Operations Manager | Ongoing |  |
| Promote NYHIMA’s role in protecting the HIM system to policymakers and decision makers; position NYHIMA as the “go-to” source. | 1. Develop and distribute updates to policy makers and decision makers across NYHIMA’s communications platform—especially social media. | Government Affairs Committee  
Office Operations Manager | Ongoing |  |
| **Other potential strategies for 2017 – 2019?** | | | | |

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**NYHIMA Membership Report**

- **NYHIMA 2018-19 Membership: 650**
  - NYHIMA Dues Paying Members: 470
  - Emeritus: 43
  - New Graduate: 29
  - Student: 103
  - Corporate Partner: 5

- **AHIMA Members with New York as their CSA: 4293**
NYHIMA Bylaw Amendments: Membership & Technology

Notice was given to all NYHIMA Voting Members that the proposed NYHIMA bylaw amendments will be voted upon electronically in April 2019. The voting & comment period was open throughout the months of April & May 2019.

On Monday, May 20, 2019, NYHIMA amended bylaws did not have the required number of responses to pass. On June 3, 2019, during the Annual Meeting of the organization, a hand count was taken to complete the vote. There were 243 people present, all voted in the affirmative to pass the amendments.

The amended bylaws focus on the further defining the membership benefits by type and streamlining the way NYHIMA can convene and vote.

Types of Members and Benefits. The membership of NYHIMA shall include AHIMA Dues Paying Members (prospect), NYHIMA Dues Paying Members (active), Student Members, and Emeritus Members.

As a member of AHIMA in New York, NYHIMA will continue to support you with these complimentary member benefits:

• Subscription to the digital edition of the quarterly NYHIMA newsletter, Perspectives Online;

• E-mails regarding upcoming education programs, events and industry news;
• Automatic access to their User Profile on the NYHIMA Website (using their preferred email and password);

• Access to the NYHIMA job board through the NYHIMA website; and

• NYHIMA communications via LinkedIn, Facebook, and Twitter.
NYHIMA Dues Paying Members will receive enhanced membership benefits, in addition to the benefits listed above:

- Expanded definition of NYHIMA Membership and eligibility. **Now able to choose CLA instead of being assigned based on county of residence.**
- An interactive CLA community with the NYHIMA Board of Directors and Central Office that provides consultation services via leadership retreats and consultation calls
- Discounted registration fees for NYHIMA’s continuing education programs and events
- The capability to hold a NYHIMA office
- Eligibility to vote in the NYHIMA election
- Eligibility to serve on a NYHIMA committee
- Eligibility to apply for NYHIMA scholarships
- Access to the members-only portal of the NYHIMA website with access to HIM professionals through a membership directory
- The opportunity to participate on the many state & federal legislative initiatives that will have a direct impact on HIM professionals
- Ability to submit open positions to the NYHIMA Job Board at No Charge

**Addition of the Annual Meeting to our Bylaws in June of each year**

“for the purpose of education on matters of relevance to the health information management profession and to NYHIMA, NYHIMA Annual Member Business Meeting, professional networking, and for the transaction of such other business as may come before the meeting.”

In catching up with the technology of the time we added new verbiage to the Bylaws. **Now able to hold conference call meetings, online meetings and vote electronically**”
## NYHIMA Bylaws Amendments 2019

<table>
<thead>
<tr>
<th>Current Bylaw</th>
<th>Proposed Amendment</th>
<th>Rationale</th>
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<tr>
<td><strong>4.1 AHIMA Members. NYHIMA shall have one or more types of members, as shall be determined by the Board of Directors. The members of NYHIMA shall be those qualifying individuals who support the purposes and mission of the American Health Information Management Association (“AHIMA”) and are willing to abide by the AHIMA Code of Ethics; apply for membership in AHIMA, and who timely pay the dues established by AHIMA. The NYHIMA Board of Directors shall have the right to terminate the NYHIMA membership of any individual if such individual fails to pay AHIMA dues on a timely basis.</strong></td>
<td><strong>4.1 NYHIMA Membership. NYHIMA shall have one or more types of members, as shall be determined by the Board of Directors. The members of NYHIMA shall be those qualifying individuals who support the purposes and mission of the American Health Information Management Association (“AHIMA”) and are willing to abide by the AHIMA Code of Ethics; apply for membership in AHIMA, and who timely pay the dues established by AHIMA. The NYHIMA Board of Directors shall have the right to terminate the NYHIMA membership of any individual if such individual fails to pay AHIMA dues on a timely basis.</strong></td>
<td>Periodic review to update the NYHIMA Bylaws so that they support our current operating procedures.</td>
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<td><strong>4.2 NYHIMA Dues Paying Members: NYHIMA Dues Paying Members shall be those qualifying individuals who support the purposes and mission of NYHIMA and AHIMA, are members of AHIMA (see 4.1), apply for paying membership to NYHIMA and who timely pay the dues established by NYHIMA. The Board of Directors shall have the right to deny or terminate the membership of any NYHIMA Dues Paying Member, or to deny access to or participation in the programs or services of NYHIMA, if such individual fails to meet the qualifications for membership or fails to pay dues on a timely basis.</strong></td>
<td>Removed entire section</td>
<td>Streamlining membership type and status. No need for category</td>
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<td><strong>4.3 Rights of AHIMA Members. Membership shall entitle individuals to participate in the programs and services of NYHIMA and to be a member of a Component State Association (CSA) as defined in the AHIMA Bylaws, with the rights and benefits that are accorded to members by NYHIMA and AHIMA.</strong></td>
<td>Removed entire section</td>
<td>Streamlining membership type and status. No need for category</td>
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**Note:** The table above outlines the amendments to the NYHIMA Bylaws for 2019, including changes to membership types, dues-paying requirements, and rights of AHIMA members. The rationale for these amendments includes periodic reviews to ensure the bylaws support current operating procedures.
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<tr>
<th>4.4 Rights of NYHIMA Dues Paying Members. Membership shall entitle individuals to participate in the programs and services of NYHIMA, with the rights and benefits that are accorded to members by NYHIMA and AHIMA. NYHIMA Dues Paying Members shall have the right to elect the Board of Directors of NYHIMA as set forth below.</th>
<th>Removed entire section</th>
<th>Streamlining membership type and status. No need for category</th>
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<td>4.5 Types of Members. The membership of NYHIMA shall include Active AHIMA Members, NYHIMA Dues Paying Members, Student Members, and Emeritus Members.</td>
<td>4.2 Types of Members and Benefits. The membership of NYHIMA shall include AHIMA Dues Paying Members, NYHIMA Dues Paying Members, Student Members, and Emeritus Members.</td>
<td>It was requested by AHIMA that NYHIMA outline the difference between AHIMA Members and NYHIMA Dues Paying Members.</td>
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<tr>
<td>4.5.1 Active AHIMA Members. Any professional in the health information management profession or its related fields who meets the qualifications set forth in these Bylaws is eligible for Active membership and shall be entitled to the following: Subscription to the digital edition of the quarterly NYHIMA newsletter, Perspectives Online, e-mails regarding upcoming education programs, events and industry news, automatic access to their User Profile on the NYHIMA Website (using their preferred email and password), access to the NYHIMA job board through the NYHIMA website, and NYHIMA communications via LinkedIn, Facebook, and Twitter.</td>
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<td>It was requested by AHIMA that NYHIMA outline the difference between AHIMA Members and NYHIMA Dues Paying Members.</td>
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4.5.2 NYHIMA Dues Paying Members. Any professional in the health information management profession or its related fields who meets the qualifications set forth in these Bylaws and pays the NYHIMA membership fee, is eligible for NYHIMA Dues Paying Membership. NYHIMA Dues Paying Members in good standing shall be entitled to full membership privileges to include:

- Assignment to a Component Local Association (CLA), based on the county in which you reside, providing you with local networking and educational offerings.
- An interactive CLA community with the NYHIMA Board of Directors and Central Office that provides consultation services via leadership retreats and consultation calls.
- Discounted registration fees for NYHIMA’s continuing education programs and events
- The capability to hold a NYHIMA office
- Eligibility to vote in the NYHIMA election
- Eligibility to serve on a NYHIMA committee
- Eligibility to apply for NYHIMA scholarships
- Access to the members-only portal of the NYHIMA website with access to HIM professionals through a membership directory.
- The opportunity to participate on the many state & federal legislative initiatives that will have a direct impact on HIM professionals

4.2.2 NYHIMA Dues Paying Members. NYHIMA Dues Paying Members shall be those qualifying individuals who support the purposes and mission of NYHIMA and AHIMA, are members of AHIMA (see 4.2.1), apply for paying membership to NYHIMA and who timely pay the dues established by NYHIMA. The Board of Directors shall have the right to deny or terminate the membership of any NYHIMA Dues Paying Member, or to deny access to or participation in the programs or services of NYHIMA, if such individual fails to meet the qualifications for membership or fails to pay dues on a timely basis. Membership shall entitle individuals to participate in the programs and services of NYHIMA, with the rights and benefits that are accorded to members by NYHIMA and AHIMA. NYHIMA Dues Paying Members shall have the right to elect the Board of Directors of NYHIMA as set forth below. Any professional in the health information management profession or its related fields who meets the qualifications set forth in these Bylaws and pays the NYHIMA membership fee, is eligible for NYHIMA Dues Paying Membership. NYHIMA Dues Paying Members in good standing shall be entitled to full membership privileges to include:

- Assignment to a Component Local Association (CLA) of the member’s choice, providing opportunity for local networking and educational offerings.

Expanded definition of NYHIMA Membership and eligibility. Now able to choose CLA instead of being assigned based on county of residence.
offerings;
• An interactive CLA community with the NYHIMA Board of Directors and Central Office that provides consultation services via leadership retreats and consultation calls;
• Discounted registration fees for NYHIMA’s continuing education programs and events;
• Eligibility to hold a NYHIMA office;
• Eligibility to vote in the NYHIMA election;
• Eligibility to serve on a NYHIMA committee;
• Eligibility to apply for NYHIMA scholarships; and
• Access to the members-only portal of the NYHIMA website with access to HIM professionals through a membership directory.
<table>
<thead>
<tr>
<th>4.5.3 Student. A student currently enrolled in a formal certificate or degree granting program directly relevant to NYHIMA’S Purposes, who meets the qualifications set forth in these Bylaws is eligible for Student membership. A student may retain this type of membership until graduation from that program, or for a maximum of four years or until registering for an AHIMA certification examination. After which the student shall be transferred to a NYHIMA Dues Paying membership. Student Members shall have the same rights and privileges as NYHIMA Dues Paying members, except that, Student members shall not have any voting privileges or be eligible to serve as an Officer or Director of NYHIMA or to serve in the House of Delegates.</th>
<th>4.2.3 Student Members. A student currently enrolled in a formal certificate or degree granting program directly relevant to AHIMA’s purposes, who meets the qualifications set forth in these Bylaws is eligible for Student Membership. A student may retain this type of membership until graduation from that program, or for a maximum of four years or until registering for an AHIMA certification examination (within 2 years of graduation). After which the student shall be transferred to a NYHIMA Dues Paying Membership. Student Members shall have the same rights and privileges as NYHIMA Dues Paying Members, except that, Student Members shall not have any voting privileges, shall not be eligible to chair a NYHIMA Committee, shall not be eligible to serve as an Officer or Director of NYHIMA, or to serve in the AHIMA House of Delegates.</th>
<th>Student Membership defined with roles and abilities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.5.4 Emeritus. In recognition of their service to the profession, AHIMA members that are age 65 and over are eligible for recognition as a member Emeritus in AHIMA and NYHIMA and shall be eligible for senior member dues status. Members Emeritus in good standing shall have all membership privileges available to NYHIMA Dues Paying members, including the right to vote.</td>
<td>4.2.4 Emeritus Members. In recognition of their service to the profession, AHIMA members that are age 65 and over are eligible for recognition as a Member Emeritus in AHIMA and NYHIMA and shall be eligible for Emeritus Member dues status. Members Emeritus in good standing shall have all membership privileges available to NYHIMA Dues Paying members, including the right to vote.</td>
<td>Emeritus Membership defined with roles and abilities.</td>
</tr>
</tbody>
</table>
4.6 Application for Active AHIMA Membership. Any person who wishes to become a member of NYHIMA shall complete an application for membership in AHIMA on a form approved by the AHIMA Board of Directors and shall be accompanied by the then applicable dues and fees for the relevant type of membership. A member in good standing in AHIMA is automatically an AHIMA Active Member in NYHIMA. An Active AHIMA member shall be ineligible to hold office, vote, serve as delegate, committee member or chair, and shall pay non-member registration fees at educational programs and annual meetings.

4.3 Application for AHIMA Dues Paying Membership. Any person who wishes to become a member of NYHIMA shall complete an application for membership in AHIMA on a form approved by the AHIMA Board of Directors and shall be accompanied by the then applicable dues and fees for the relevant type of membership. A member in good standing in AHIMA is automatically an AHIMA Dues Paying Member in NYHIMA. An AHIMA Dues Paying Member shall be eligible to hold office, vote, serve as delegate, committee member or chair, and shall pay nonmember registration fees at educational programs and annual meetings.

4.8 Failure to Pay Dues and Fees. Active AHIMA Members shall pay membership dues and fees to AHIMA. NYHIMA Dues Paying Members shall pay membership dues to NYHIMA within thirty (30) days of their due date. Failure to pay timely dues and fees shall cause a member to cease being in good standing and may be grounds for expulsion from membership in NYHIMA under the procedures set forth in the NYHIMA Policy and Procedure Manual.

4.5 Failure to Pay Dues and Fees. AHIMA Dues Paying Members shall pay membership dues and fees to AHIMA. NYHIMA Dues Paying Members shall pay membership dues to NYHIMA within thirty (30) days of their due date. Failure to pay timely dues and fees shall cause a member to cease being in good standing and may be grounds for expulsion from membership in NYHIMA under the procedures set forth in the NYHIMA Policy and Procedure Manual.

Outlining eligibility difference between AHIMA Members and NYHIMA Members.

4.11 Annual Meeting of the Members. An annual meeting of the members shall be held each year in June at the offices of the Corporation, or at such other time and location as determined by the Board of Directors, for the purpose of education on matters of relevance to the health information management profession and to NYHIMA, professional networking, and for the transaction of such other business as may come before the meeting.

4.8 Annual Meeting of the Members. An annual meeting of the members shall be held each year in June at the offices of the Corporation, or at such other time and location as determined by the Board of Directors, for the purpose of education on matters of relevance to the health information management profession and to NYHIMA, NYHIMA Annual Member Business Meeting, professional networking, and for the

Added Annual Business meeting.
| Added Clause                                                                 | 4.9.1 Electronic Meetings. Electronic Meetings of the members of NYHIMA or of any committees or teams may be held at any time upon call by the President/Chair of the Board of Directors. Notice shall be provided stating the time and place of the meeting and the purpose or purposes for which the meeting is called. | Periodic voting will happen electronically for the Association |
| Added Clause                                                                 | 4.9.2 Conference Call Meetings. Conference Call Meetings of the members of NYHIMA or of any committees or teams may be held at any time upon call by the President/Chair of the Board of Directors. Notice shall be provided stating the time and place of the meeting and the purpose or purposes for which the meeting is called. | update to meeting type |
| Article V Board of Directors section "Office Operations Manager" | Article V Board of Directors section "Central Office Coordinator" | Title change throughout section |
| 6.4 Duties of President/Chair. The President/Chair shall be the chief elected officer of NYHIMA. The President/Chair shall preside at all meetings of the members, the Board of Directors, and the Executive Committee. The President/Chair will determine, in consultation with the Office Operations Manager, the regular agenda of all meetings of the members, the Board of Directors, and the Executive Committee. The President/Chair shall present a report at an Annual meeting, appoint the chairs and members of committees (unless otherwise specified herein) authorized by the Board of Directors, act as liaison between NYHIMA’s staff and the Board, and perform such other duties as are inherent in the office of President/Chair or as authorized by the Board of Directors. The President/Chair shall certify and keep at the principal office of the Association. | 6.4 Duties of President/Chair. The President/Chair shall be the chief elected officer of NYHIMA. The President/Chair shall preside at all meetings of the members, the Board of Directors, and the Executive Committee. The President/Chair will determine, in consultation with the Central Office Coordinator, the regular agenda of all meetings of the members, the Board of Directors, and the Executive Committee. The President/Chair shall present a report at an Annual Meeting, appoint the chairs of committees (unless otherwise specified herein) authorized by the Board of Directors, act as liaison between NYHIMA’s staff and the Board, and perform such other duties as are inherent in the office of President/Chair or as authorized by the Board of Directors. The President/Chair shall certify and keep at the principal office of the Association. | Added wording to clarify Audit committee |
NYHIMA the original or a copy of the Articles of Incorporation and these Bylaws, as amended to date, as well as a book of minutes of all meetings of the members and the Board of Directors, and any committees having any of the authority of the Board of Directors. The President/Chair shall serve as the Chair of the Audit Committee. The President/Chair shall perform any and all other duties incident to the office of President/Chair and other duties as may be prescribed by law, the Articles of Incorporation, these Bylaws, or the Board of Directors. The President/Chair must be an NYHIMA Dues Paying Member in good standing of AHIMA and NYHIMA and hold an AHIMA-approved certificate/credential.

6.6 Duties of the Past President. The Past President is responsible for assisting the President/Chair in providing leadership oversight and guidance to the Board and the membership in all affairs of the state Association. The Past President shall mentor the President/Chair and President/Chair-Elect and serve as the Chair of the Nominating and Governance Committees and a member of the Bylaws committee. The Past President also works with the NYHIMA Central Office to review Local Component Association Bylaws and amendments for approval, prepares proposed Bylaws amendments for submission to AHIMA for approval, and performs the annual update review.
of the NYHIMA Procedure Manual.

amendments for submission to AHIMA for approval, and performs the annual update review of the NYHIMA Procedure Manual.

6.8 Duties of Communications Director. The Communications Director shall serve as the Chair of the Editorial Board, responsible for oversight of the Association’s newsletter, Perspectives Online, as described in the NYHIMA Policy and Procedure Manual. The Communications Director shall also approve a monthly social media calendar supplied by the Central Office and provide content to the Central Office to use on all social media platforms. The Communications Director also is a member of the Membership Committee.

6.8 Duties of Communications Director. The Communications Director shall serve as the Chair of the Editorial Committee, responsible for oversight of the Association’s newsletter, Perspectives Online, as described in the NYHIMA Policy and Procedure Manual. The Communications Director shall also approve a monthly social media calendar supplied by the Central Office and provide content to the Central Office to use on all social media platforms. The Communications Director also is a member of the Membership Committee.

Clarification of role

8.1 Committees. The Board of Directors, by resolution adopted by a majority of the full Board of Directors, may designate one or more committees to carry on authorized activities of NYHIMA. Committees may be formed on an ad hoc basis for a defined period of time or effort as provided for in the resolution. The Board President/Chair shall select and appoint the members and the chairs of all committees, unless otherwise specified herein. Committee Chairs must be NYHIMA Dues Paying Members of NYHIMA. The Board President/Chair may attend and participate in meetings of any committees and shall have voting rights in committees to the extent provided for in the resolution or in these Bylaws.

8.1 Committees. The Board of Directors, by resolution adopted by a majority of the full Board of Directors, may designate one or more committees to carry on authorized activities of NYHIMA. Committees may be formed on an ad hoc basis for a defined period of time or effort as provided for in the resolution. The Board President/Chair shall select and appoint the chairs of all committees, unless otherwise specified herein. Committee Chairs must be NYHIMA Dues Paying Members of NYHIMA. The Board President/Chair may attend and participate in meetings of any committees and shall have voting rights in committees to the extent provided for in the resolution or in these Bylaws.

wording clarification

8.2.1 Executive Committee. The Executive Committee shall be comprised of the President/Chair, the

8.2.1 Executive Committee. The Executive Committee shall be comprised of the

Eliminated Secretary as role
President/Chair-Elect, the immediate Past President/Chair, the Secretary, and the Treasurer/Finance Director. When the Board of Directors is not in session, the Executive Committee shall possess and exercise all powers of the Board of Directors in the management of the business and affairs of NYHIMA that lawfully may be exercised by the Executive Committee, except as specified in Section 5.1. The Executive Committee shall provide reasonable notice under the circumstances to the full Board of Directors of action taken by the Committee between meetings. The Executive Committee shall then provide a complete report on such action at the next meeting of the Board and may elect to do so in executive session.

8.2.2 There shall be a subcommittee of the Finance Committee, the Audit Committee will serve a one-year term and shall be comprised of no fewer than three (3) Directors appointed by the Board President/Chair. The Treasurer/Finance Director may not serve as the Chair of the Audit Committee.

8.2.3 Nominating Committee. The Nominating Committee shall be comprised of the presidents of the Component Local Associations. The Chair of the Committee shall be the immediate Past President/Chair. The Office Operations Manager shall serve as a non-voting, ex-officio member of the Committee. The Chair and the members of the Committee must be NYHIMA Dues Paying Members in good standing of AHIMA and NYHIMA.
The Committee shall identify and recruit qualified individuals to serve on the Board of Directors and as elected Delegates to the American Health Information Management Association House of Delegates. It shall be the duty of the Committee to present to the NYHIMA Dues Paying Members in good standing of this Association a ballot with candidates for each position to be filled according to the schedule as set forth in Section 6.6 of these Bylaws and in the NYHIMA Policy and Procedure Manual. Alternatively, the Committee may present a slate of candidates for election as set forth in Section 5.5 of these Bylaws and in the NYHIMA Policy and Procedure Manual.

| 8.3 Board Liaison Assignments are as follows: To assist in continuing to fulfill NYHIMA’s Strategic Plan, a Board member shall sit on the Annual Meeting, Education, Advocacy, and Membership Committees. The term will be for the length of their appointed Board terms (one year for the President/Chair, President/Chair-Elect, and Past President and two years for Communications Director). | must be NYHIMA Dues Paying Members in good standing of AHIMA and NYHIMA. The Committee shall identify and recruit qualified individuals to serve on the NYHIMA Board of Directors, as elected Delegates to the American Health Information Management Association House of Delegates, and the NYHIMA Awards Committee. It shall be the duty of the Committee to present to the NYHIMA Dues Paying Members in good standing of this Association a ballot with candidates for each position to be filled according to the schedule as set forth in Section 6.6 of these Bylaws and in the NYHIMA Policy and Procedure Manual. Alternatively, the Committee may present a slate of candidates for election as set forth in Section 5.5 of these Bylaws and in the NYHIMA Policy and Procedure Manual. | wording change from appointed to elected |
9.3.1 Membership.
(a) The membership of a Component Local Association shall be composed of NYHIMA Dues Paying Members who have submitted written notification to the Central Office of NYHIMA identifying the Component Local Association with which they wish to become affiliated. Any Component Local Association may have supporting members and may confer honorary membership in the Component Local Association provided the same qualifications and limitations in the Component State Association (CSA) shall apply.
(b) A supporting member is any person who does not meet the qualifications for active or student membership in NYHIMA and who is interested in promoting the purposes of the Component Local Association.

Periodic review to update the NYHIMA Bylaws so that they support our current operating procedures.

16.1 Adoption of Amendments. The power to alter, amend, or repeal the Bylaws of NYHIMA, or to adopt new bylaws, is vested in the NYHIMA Dues Paying Members of NYHIMA. The affirmative vote of a two-thirds (2/3) majority of the votes of the NYHIMA Dues Paying Members cast at a meeting at which a quorum is present shall be sufficient to effectuate such action.
NYHIMA Leadership

The leadership goal in the NYHIMA Strategic Plan calls for the NYHIMA leadership to:

- Strengthen our governance and administration paradigm
- Establish a new leadership development program.
- Develop templates for governance and administrative needs and consistency.
- Create and implement new committee operations structure.
- Continue long-range planning of Annual Conference and major events.

In 2018-19, the focus of the NYHIMA Board of Directors was to implement our strategic plan leadership goal. In addition to amending the NYHIMA bylaws, the Board refurbished NYHIMA’s policies and procedures, and updated job descriptions for all NYHIMA Board and Committee members.

The job descriptions, policies and procedures, and bylaws will be provided to the Board of Directors and Committee Chairs at the beginning of each NYHIMA year.

This will ensure that the leadership within NYHIMA upholds the highest level of standards for the membership and allows the association to stay true to our core values.

NYHIMA Committees and Component Local Associations (CLAs)

In 2018-19, the NYHIMA Board of Directors worked with a newly established a committee operational structure to form committees with CLA Local Leaders supplying talent and voices from the field on the standing committees of Membership, By-Laws, Awards, Nominating, Advocacy, and Education. By-Law Review of CLA’s was also a collaboration between the NYHIMA Board of Directors and Local Leaders.
In September 2018 and in April 2019, the NYHIMA Board of Directors, Local Leaders from each CLA, the NYHIMA Central Office, and representatives from Capitol Hill Management Services met in Albany, NY to hold Leadership Retreats.

**Fall Local Leadership Retreat, September 2018:**
- Primary Focus: Working Together: NYHIMA and CLA’s, HIM Education in NYS

**Spring Local Leadership Retreat, April 2019:**
- Primary Focus: Effective Reporting, Bylaws workshop
- Strategic Planning prep for 2020-2023

*At both Leadership Retreats, all nine (9) Component Local Associations were represented.*

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**NYHIMA Annual Conference Dates**

**2019 Annual Conference**
*Navigating Together Towards Tomorrow*
June 2 – 5, 2019
The Downtown Marriott, Syracuse, NY
Hosted by: CNYHIMA

**2020 Annual Conference**
June 7 – 10, 2020
Hyatt Regency, Buffalo, NY
Hosted by: HIMAWNY

**2021 Annual Conference**
June 6 – 9, 2021
TBD Venue, Tarrytown, NY
Hosted by: TZHIMA
2018-19 Service and Recognition Awards
Distinguished Member: Darlene McKendrick, BS, RHIT, CCS with RRHIMA
Honors an individual who has made significant contributions at the local, state, and national level in support of the HIM profession.

Mentor Award: Cindy Alsheimer, RHIT with CNYHIMA
Honors an individual with a record of fostering enthusiasm for the HIM profession, encouraging people to enter the field, and providing ongoing career guidance to new professionals.

HIM Industry Award: Donna Silsbee, PhD, RHIA, CTR, CCS with CNYHIMA
HIM Industry Champion Award recognizes those individuals who have worked tirelessly to support the HIM profession by advancing NYHIMA’s leadership position.

Peter Micallef Volunteer Award: Frances Scott, RHIT with CNYHIMA
The purpose of the Peter Micallef Volunteer Award is to honor an Active Dues Paying Member of NYHIMA who has served as a consistent and exemplary volunteer supporting the mission of NYHIMA.

Joel Schwartz Recognition Award: Meg DeVoe, CCS with AdHIMA
The Joel Swartz Rising Star Award was initially established to honor Joel Schwartz of Hypertype and recognize his contributions to the transcription field and our profession.

Educator Award: Sharon Insero, RHIA with RRHIMA
The Educator Award is for excellence in training new health information management (HIM) professionals. The health information management field depends on a continual influx of well-trained new talent.
Mary Zannis Scholarship
Ying Situ – SUNY Polytechnic Institute

Returning Student Scholarship
Karin Vanderveer – Suffolk Community College

Book Fund Award
Jhenelle Davis – SUNY Broome Community College
Ying Situ – SUNY Polytechnic Institute

NYHIMA Outstanding Achievement Awards
The Outstanding Achievement Award(s) is presented to a senior student(s) in a CAHIIM Accredited Associate or Baccalaureate HIM Program.

Chandra Dougherty: Alfred State College
Afroditi Milisi: Borough of Manhattan Community College
Omar Almashhadani: CUNY School of Professional Studies
Karen Cirillo: Long Island University Post
Tatyana Davis: Monroe Community College
Elizabeth Mitchell: Onondaga Community College
Theresa Ferencsik: Suffolk County Community College
Laura Ingraham: SUNY Broome Community College
Roderick Angell: SUNY Polytechnic Institute

NYHIMA Clinical Preceptors Awards
The Clinical Preceptors Award(s) is presented in recognition of the efforts of outstanding clinical preceptors.

Wendy Stoklosa, RHIT, CTR: Alfred State College
Sylvia Semenskaya, RHIA: Borough of Manhattan Community College
Diana Adam-Podgornik, RHIT: Monroe Community College
Chris Hoskins, RHIA, CTR, MS: Onondaga Community College
Marlyne Renaudin-Guerrier, RHIA, CPC: Plaza College
Emily Wright: SUNY Broome Community College
Laurie Bach, MS, RHIA SUNY Polytechnic Institute
Linda Hauck, MA, RHIA, CTR: Trocaire College

NYHIMA 2018-19 Activities

July 2018: AHIMA Leadership Conference, Chicago IL
September 2018: Local Leaders Retreat and Coat Drive, Albany NY
September 2018: AHIMA House of Delegates, Miami, FL
March 2019: AHIMA Advocacy Summit, Washington, DC
Spring 2019: Local Leaders Retreat and Food Drive, Albany, NY
June 2019: NYHIMA Annual Conference and Annual NYHIMA Member Business Meeting, Syracuse, NY

2019-20 Election Results

President/Chair-Elect: Meg DeVoe, CCS
Treasurer/Finance Director: Deb Symonds, RHIT, CTR
Education/Programs Director: Robert (Bob) Majewski, RHIT
AHIMA Delegate at Large: Mari Pirie-St. Pierre, RHIA
Awards Committee:
Hugh Brown, RHIT
Gabby Grygus, MBA, RHIA, CHPS
Susan Goldson, RHIT, CCS, CCS-P
Katherine Kozlowski, RHIA
Carol Maimone, RHIT
2018-19 NYHIMA Board of Directors Reports

President/Chair Elect: Sue Clarke-Kendrick, RHIA
It was my pleasure to transfer from Education Chair mid-year to the President/Chair Elect. My passion in the field, and what I strive for is education and integrity. I always enjoy networking with colleagues and friends from across the state each year, and I’m proud of the members we are so fortunate to have in New York!

As President Elect, I attended both the NYHIMA Fall and Spring Board and Local Leaders meeting held in Albany, which provided another great opportunity to network and educate among colleagues who share common goals for the association.

I have had a wonderful experience working with Jeffery and the board. I have been a member of NYHIMA for many years and look forward to adding my experience to the long line of leaders.

I was fortunate enough to find this profession. Throughout my education I had many good professors who guided me on this path. My career has evolved from learning how to manage, to the ability to lead others and inspire the next generation. Through this journey I have had the pleasure of working with wonderful organizations and people. I have been recognized for mentorship and leadership within the field throughout the years. It is all truly humbling.

I have also had the pleasure to network and serve on various committees for NYHIMA, HFMA, and AHIMA, and TZHIMA. I have touched lives of many upcoming and new HIM professionals and in the recent years given the opportunity to create and chair programs in HIM.

I have served as the: TZHIMA President, NYHIMA Education Chair, President-elect, Advocate in Washington DC, and attended AHIMA leadership conferences in Chicago.

I would like to use my platform to work closely with the CLA’s and looking to improve what we do and how we do it.
Goals for this year include
- Develop the next three-year strategic plan for NYHIMA
- An education survey so we can provide meaningful and beneficial learning opportunities
- Looking at new ways to deliver education programs
- Using the new website to create communities around areas of interest.
- Making sure you know the benefits of membership all opinions welcome.

I hope all of you are as excited as I am to work with this new board. Our volunteers are the backbone of our organization. Volunteering has provided me with friendships, partnerships and supportive networking relationships. Please consider giving your time and talent to NYHIMA.

I also thank the NYHIMA Board of Directors for all they have committed into making our CSA the very best! I’m truly honored to serve you all as the 2019-2020 NYHIMA President.

Immediate Past President: Kim Charland, BA, RHIT, CCS

The NYHIMA Past President is responsible for assisting the President and providing leadership oversight and guidance to the Board of Directors and the Membership in all affairs of the state Association. This position is also responsible to serve as Chairperson of the Nominating and Bylaws Committees.

Accomplishments:

- Participated in:
  - 2018-19 NYHIMA Board Meetings and other leadership calls/meetings
  - 2018-19 NYHIMA Fall and Spring Local Leaders Retreats
  - 2019 NYHIMA Annual Conference (Board Member and educational speaker)
  - 2018 AHIMA Annual Conference
  - 2018 AHIMA House of Delegates

- Served as Chairperson of the Nominating Committee and in collaboration with local leadership and the NYHIMA Central Office staff, completed the 2019-20 ballot that was then submitted for a vote to NYHIMA Dues Paying Members. The successful candidates for the elected positions were made known to the Membership following the election.

- Served as Chairperson of the Bylaws Committee and in coordination with NYHIMA Central Office staff and other members of the Board of Directors,
reviewed and updated the NYHIMA Bylaws, which after being approved by AHIMA were submitted for a vote to NYHIMA Dues Paying Members.

- Reviewed and updated NYHIMA policies and procedures, Board of Director job descriptions, and NYHIMA Committee descriptions.
- Reviewed and updated NYHIMA Award and Scholarship descriptions and prepared and submitted an article explaining the changes that was then published in an edition of Perspectives Online for our Membership.
- Reviewed seven Component Local Association (CLAs) Bylaws that were submitted to NYHIMA, two CLA’s did not submit bylaws. This review is to ensure compliance and that there are no conflicts with NYHIMA bylaws. NYHIMA’s Central Office assisted and provided a session during the Spring Local Leaders Retreat to assist the CLA’s with 2019 updates.

**Finance Director: Frances A. Scott, RHIA**

The NYHIMA Board continues with our goal to increase income over expenses. With the help of our Central Office, the support of the NYHIMA membership and the work of the Board, we are continuing to be successful in achieving this goal. As the 2019-2020 budget is prepared, we will continue to work toward a positive financial trend to ensure the continued stability of NYHIMA.

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<tr>
<th>REVENUE - 7/1/17-3/31/19</th>
<th>EXPENSES - 7/1/17-3/31/19</th>
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<td>AHIMA Dues Rebate</td>
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<td>NYHIMA Dues</td>
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<td>Zannis Fund Interest ($170.55)</td>
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<td>Corporate Partnership</td>
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<td><strong>TOTAL INCOME</strong></td>
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### NYHIMA Annual Conference 2019

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<tr>
<td></td>
<td>$ 4,800.00</td>
</tr>
</tbody>
</table>

### AHIMA FORE Donation

<table>
<thead>
<tr>
<th>Item</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 1,188.59</td>
</tr>
</tbody>
</table>

### TOTAL EXPENSE

<table>
<thead>
<tr>
<th>Item</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 137,282.59</td>
</tr>
</tbody>
</table>

### ASSETS - 7/1/17-3/31/19

<table>
<thead>
<tr>
<th>Item</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash, Cash Equivalents, Investments</td>
<td>$ 377,989.62</td>
</tr>
<tr>
<td>Fixed Assets</td>
<td>$ -</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>$ 377,989.62</td>
</tr>
</tbody>
</table>

### LIABILITIES 7/1/17-3/31/19

<table>
<thead>
<tr>
<th>Item</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Line of Credit</td>
<td>$ 54,999.76</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>$ 1,675.20</td>
</tr>
<tr>
<td>Accrued Expenses</td>
<td>$ 950.00</td>
</tr>
<tr>
<td>TOTAL LIABILITIES</td>
<td>$ 57,624.96</td>
</tr>
</tbody>
</table>

### EQUITY - 7/1/17-3/31/19

<table>
<thead>
<tr>
<th>Item</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Assets (FUND BALANCE)</td>
<td>$ 258,112.94</td>
</tr>
<tr>
<td>Zannis Endowment</td>
<td>$ 25,000.00</td>
</tr>
<tr>
<td>Scholarship Funds Accumulation</td>
<td>$ 4,134.58</td>
</tr>
<tr>
<td>Net Income</td>
<td>$ 34,067.14</td>
</tr>
<tr>
<td>TOTAL EQUITY</td>
<td>$ 321,314.66</td>
</tr>
</tbody>
</table>

### NYHIMA Budget for 2019-2020 - DRAFT

#### INCOME

<table>
<thead>
<tr>
<th>Item</th>
<th>2018-2019</th>
<th>2019-2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>4050 AHIMA Dues Rebate</td>
<td>$ 85,000.00</td>
<td>$ 85,000.00</td>
</tr>
<tr>
<td>4100 NYHIMA Dues</td>
<td>$ 30,000.00</td>
<td>$ 30,000.00</td>
</tr>
<tr>
<td>4235 Annual Conference</td>
<td>$ 123,195.00</td>
<td>$115,000.00</td>
</tr>
<tr>
<td>4250 Consultant's Listing (Dues)</td>
<td>$ 500.00</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>4260 Corporate Partnership</td>
<td>$ 5,000.00</td>
<td>$ 5,000.00</td>
</tr>
<tr>
<td>4300 Education Income</td>
<td>$ 28,000.00</td>
<td>$ 20,000.00</td>
</tr>
<tr>
<td>4329 Key Bank Ultra MMF Interest</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>4331 Zannis Fund Interest</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>4332 Dividends - Merrill Lynch</td>
<td>$ 6,000.00</td>
<td>$ 5,000.00</td>
</tr>
<tr>
<td>4333 Interest - Merrill Lynch</td>
<td>$ 1,500.00</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>4500 Website Revenue</td>
<td>$ 500.00</td>
<td>$ 750.00</td>
</tr>
<tr>
<td>4600 Coding Guidelines</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>4710 Long Term Care Section</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>4711 Misc. Income</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>9010 Soberano Memorial Fund</td>
<td>$ 300.00</td>
<td>$ 300.00</td>
</tr>
<tr>
<td>9050 Schwartz Emerging Leader</td>
<td>$ 300.00</td>
<td>$ 100.00</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>$ 280,295.00</strong></td>
<td><strong>$262,650.00</strong></td>
</tr>
</tbody>
</table>

#### EXPENSES

<table>
<thead>
<tr>
<th>Item</th>
<th>2018-2019</th>
<th>2019-2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>5050 Dues Mailing</td>
<td>$ 4,000.00</td>
<td>$ 2,000.00</td>
</tr>
<tr>
<td>5201 Capitol Hill Mgmt Services</td>
<td>$ 97,850.00</td>
<td>$ 97,850.00</td>
</tr>
<tr>
<td>5205 Social Media</td>
<td>$ 4,800.00</td>
<td>$ 4,800.00</td>
</tr>
<tr>
<td>Code</td>
<td>Description</td>
<td>2018</td>
</tr>
<tr>
<td>------</td>
<td>--------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>5230</td>
<td>Telephone</td>
<td>$360.00</td>
</tr>
<tr>
<td>5300</td>
<td>Miscellaneous Office Expense</td>
<td>$200.00</td>
</tr>
<tr>
<td>5310</td>
<td>Office Supplies</td>
<td>$500.00</td>
</tr>
<tr>
<td>5320</td>
<td>Office Printing</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>5350</td>
<td>Storage</td>
<td>$600.00</td>
</tr>
<tr>
<td>5400</td>
<td>Office Insurance</td>
<td>-</td>
</tr>
<tr>
<td>5450</td>
<td>Investment Fees-Merrill Lynch</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>6100</td>
<td>General Expenses</td>
<td>$500.00</td>
</tr>
<tr>
<td>6109</td>
<td>Interest Expense</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>6110</td>
<td>Credit Card Fees</td>
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</tr>
<tr>
<td>6111</td>
<td>Bank Charges</td>
<td>$200.00</td>
</tr>
<tr>
<td>6300</td>
<td>Auditor/Bookkeeper</td>
<td>$900.00</td>
</tr>
<tr>
<td>6320</td>
<td>Legal Expense</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>6341</td>
<td>D&amp;O Insurance</td>
<td>$1,575.00</td>
</tr>
<tr>
<td>6350</td>
<td>Dept of State Annual Fee</td>
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<tr>
<td>6400</td>
<td>Local President's Meetings</td>
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<tr>
<td>6420</td>
<td>Board of Director's Expenses</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>6430</td>
<td>President's Expenses</td>
<td>$500.00</td>
</tr>
<tr>
<td>6435</td>
<td>President-Elect Expenses</td>
<td>-</td>
</tr>
<tr>
<td>6440</td>
<td>Recognition &amp; Service Awards</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>6445</td>
<td>AHIMA Foundation Donation</td>
<td>$500.00</td>
</tr>
<tr>
<td>6450</td>
<td>AHIMA Leadership Conference</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>6451</td>
<td>AHIMA Advocacy Summit</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>6455</td>
<td>Delegates to AHIMA Convention</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>6470</td>
<td>Website Maintenance</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>7410</td>
<td>Long Term Care Section</td>
<td>-</td>
</tr>
<tr>
<td>7720</td>
<td>HIM Awareness Committee</td>
<td>-</td>
</tr>
<tr>
<td>7830</td>
<td>Awards Committee</td>
<td>-</td>
</tr>
<tr>
<td>7835</td>
<td>Membership Committee</td>
<td>$250.00</td>
</tr>
<tr>
<td>7850</td>
<td>Education Expense</td>
<td>$11,000.00</td>
</tr>
<tr>
<td>7860</td>
<td>Advocacy</td>
<td>-</td>
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<tr>
<td>7890</td>
<td>Public Relations Expense</td>
<td>-</td>
</tr>
<tr>
<td>7921</td>
<td>Coding Roundtable</td>
<td>-</td>
</tr>
<tr>
<td>8845</td>
<td>Annual Conference Expenses</td>
<td>$101,150.00</td>
</tr>
<tr>
<td>9020</td>
<td>Soberano Fund Expended</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>9040</td>
<td>Zannis Scholarship</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>9060</td>
<td>Schwartz Emerging Leader</td>
<td>$500.00</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$273,985.00</strong></td>
<td><strong>$268,285.00</strong></td>
</tr>
</tbody>
</table>
**Education Director: Leslie Mills, RHIA**

The purpose of the committee is to plan, organize, and offer educational programs to the NYHIMA membership as part of the Association's strategic plan. We strive to offer programs for continuing education and to provide innovative programs of interest to members.

2018-19 Education Calendar:

- October 5, 12, 19, 26: ICD and CPT Webinar Series (1.5 each session, total of 6 CEUs)
- October 22, 2018: RHIT/RHIA prep (6 CEUs)
- October 23, 2018: CCS Prep Session (6 CEUs)
- November 15, 2018: Revenue Cycle Summit (6 CEUs)
- December 6, 2018: Reduction of Readmissions with Collaboration of Coding (6 CEUs)
- January 30, 2019: Webinar Road to Successful Denials (1.5 CEUs)
- March 13, 2019: Legal Update/Transgender/Breach Notification (6 CEUs)
- April 25, 2019: An Insider’s Perspective on the 2019 Guidelines for Achieving a Compliant Query Practice Brief (1 CEU)
- May 3, 2019: AHIMA’s Advocacy and Policy Efforts (1 CEU)
- May 7, 2019 – Top 10 Leadership Skills (1.5 CEUs)
- June 2, 2019: 2019 RHIT/RHIA Certification Exam Prep Session (7 CEUs)
- June 2, 2019: CCS/CCA Exam Prep Session (6 CEUs)
- June 2 – 5, 2019: NYHIMA Annual Conference – (earn up to 15 CEUs)
- June 28, 2019: Healthcare Data Mining Clinic: Targeting Complex Codes (1 CEU)

**Total of 70 CEUs offered throughout the 2018-19 Year**

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**Communications Director: Tennille Schmitt, RHIT**

**Perspectives Online**

Continuing to encourage CLAs to share updates from their local organizations including member accomplishments or spotlights of existing or new members. Perspectives is published on a quarterly basis along with the end of the year edition.
Website and Conference App
The board worked with the Central Office to upgrade the NYHIMA website. The board also worked with the Central Office to offer a conference app called Map Dynamics for the 2019 Annual Conference which will allow members to see the schedule or events, speaker lists, venders, etc.

Eblasts
September 2018 central office started sending out eblasts bi-weekly to all members titled NYHIMA New & updates. This was to try and keep the membership actively informed of upcoming events, variety of news and articles from related areas in the HIM profession, and various updates.

Social Media Platforms
In 2018-2019 NYHIMA has seen significant growth in the use of our three social media platforms.

<table>
<thead>
<tr>
<th>Social Media</th>
<th>2018 Reach</th>
<th>2019 Reach (up to April 2019)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facebook</td>
<td>500</td>
<td>5,661</td>
</tr>
<tr>
<td>Twitter</td>
<td>248</td>
<td>316</td>
</tr>
<tr>
<td>LinkedIn</td>
<td>34</td>
<td>130</td>
</tr>
</tbody>
</table>

Engage
Continue to monitor the Engage site through AHIMA. Have had questions on topics such as coding, credentialing, local organizations, release of information, job opportunities, and new members or students just looking for general information.

Advocacy Director: Darlene McKendrick, BS, RHIT, CCS
The purpose of this committee is to identify and review relevant Federal and State healthcare legislation affecting Health Information Management professionals and to represent NYHIMA during activities where legislative matters are being considered or acted upon.
Accomplishments:
• Formed a Legislative committee – reached out to all locals for a volunteer from each. Committee consisted of 5 volunteers representing 4 locals.
• Committee members met via conference call and we discussed what topics would be relevant to write a white paper on. The group decided that “Patient Access and Amendments” were good areas to start. The white paper is in process and will be sent to the committee for input. Distribution to membership is slated for June.
• Monitored State Track which is a tracking service that allows AHIMA State Advocates to follow regulations in all 50 states. Multiple daily e-mails are sent regardless of the type of legislation.
• Attended several webinars on State Track training and Quarterly Check-In calls with AHIMA.
• In September, there was a ‘call to action’ brought forth to the membership on the Part 2 Reform (Final Opioid Package). An e-mail blast did go to those on the NYHIMA distribution list encouraging them to contact their lawmakers to support provisions aligning Part 2 with HIPAA (HR6082/S 1850) within the final opioid package.
• In October, along with President and President-Elect, discussions were initiated with Kelly McLendon to investigate the time commitment and cost analysis to revive the former NYHIMA Medicolegal manual. Kelly has experience with the HIPAA section for both Florida and California HIMA’s. We also had a call with Kelly Cooper who shared what is required for the initial undertaking and maintenance of the Florida Regulatory Reference Guide. This is still in process.
• In November, AHIMA was asking the state CSA’s to consider signing onto stakeholder letter to further demonstrate that there is broad support to sign onto a stakeholder letter asking Senate Leadership to bring HR 6082 to the Senate floor for a vote during the lame-duck session for the bill. NYHIMA signed on to this letter.
• Attended Advocacy Day in Washington DC, March 25-26 with President and President-Elect. Submitted an article regarding Advocacy Day and what topics were addressed:
  o Patient Matching
  o Extending the HIPAA Individual Right of Access to Non-Covered Entities
  o Align HIPAA ‘Right of Access’ with ONC Health IT Certification Functionality
  o Encourage Note Sharing with Patients in Real Time
2018-19 Component Local Associations (CLA) Reports

ADIRONDACK HEALTH INFORMATION MANAGEMENT ASSOCIATION (AdHIMA)

THE BOARD OF DIRECTORS:
- President: Carol Maimone, RHIT
- President Elect: Sherry LaBelle,
- Past President: Meg DeVoe, CCS
- Communications Director: Cindy Richards,
- Finance Director: Diane Seeley, RHIT
- First Year Education Director: Julie Brucker,
- Second Year Education Director:

GOALS or Mission Statement: The primary purpose of AdHIMA as a member association is to commit to excellence in the management of health information for the benefit of patients and providers. Its mission is to lead the health informatics and information management community to advance professional practice and standards in the Adirondack region.

EDUCATIONAL SESSIONS:
- September 2018 - 3 CEUs
  - ICD-10-CM & PCS Annual Updates update
  - CMS DRG Updates
- October 2018 - 3 CEUs
  - Query Process & Clinical Validation
  - The HIPAA Breach Demystified
- December 2018: Co-Sponsored AdHIMA/HFMA Education Session- 3 CEUs
  - OPPS Update
  - CPT Updates
- February 2019 – 1.5 CEUs
  - Webinar: Patient Status and Inpatient Admission Orders: Interpreting the Latest Regulations
- April 11, 2019- 4 CEUs
  - Advanced ICD-10-PCS
- May 10, 2019- 6.5 CEUs
  - AdHIMA Annual Meeting Edison Club Rexford

MEMBERSHIP:
- 78 dues paying members for 2018/2019

ACCOMPLISHMENTS:
- Hosted Lynn Kuehn, national speaker, for April education session on ICD-10-PCS
- Held a webinar type meeting to accommodate winter weather issues
- Implemented hospitality initiatives for board members at local meetings
- Collaborating as a Board to bring improvements as we transition in to the next term
- Our AdHIMA current Past-President, Megan DeVoe, was elected as the NYHIMA President-Elect for 2019-2020
- Recruited high-level local candidates for next term election
• AdHIMA bylaws are fully updated and in compliance with NYHIMA
• Co-Sponsored AdHIMA/HFMA Education Session

The Financial Health of AdHIMA is Secure

CENTRAL NEW YORK HEALTH INFORMATION MANAGEMENT ASSOCIATION (CNYHIMA)
www.CNYHIMA.org
Cindy Alsheimer, RHIT – President

THE BOARD OF DIRECTORS:
President: Cindy A. Alsheimer, RHIT
E-mail: calsheimer@bishopcare.com cindyalsheimer@cnyhima.org
President-Elect: Susan Brush, RHIT
Past President: Michele Hasper, RHIT
Finance Director/Membership Coordinator: Nannette S. Backus, RHIA, CPC, CCS
Communications Director: Virginia Neumann, RHIT
First Year Education Director: Jeffery Youngs, RHIT

GOALS or Mission Statement:
The affairs and activities of CNYHIMA shall be carried out at all times for the purposes and in accordance with the terms set forth in these Bylaws. The primary purpose of CNYHIMA as a member association is to commit to excellence in the management of health information for the benefit of patients and providers. Its mission is to promote the art and science of health information administration in the Central New York areas through education; to encourage health information professionals in the Central New York area to attain the highest degree of competence possible through continuing education; to sponsor continuing education programs for the purpose of promoting optimal health care and containment of health care costs in the Central New York area to the extent that health information professions may contribute toward this goal; to provide an educational medium for the sharing of experiences, problems and their solutions in the health information field; to educate health information professionals concerning current and impending legislation, issues of confidentiality in health information practice, and medicolegal aspects of health information practice; to maintain contact with educational institutions in the Central New York area offering health information programs for the purpose of continuing professional and educational support for their students; to foster communication with all health care institutions in the Central New York area to keep them informed of educational programs and the experienced professional assistance available to their health information personnel; to promote the health information professional through educational concepts and good interpersonal and public relations; and to maintain and encourage adherence to a stated code of ethics through education. Central New York shall be and is a nonprofit corporation under the laws of the State of New York.

CNYHIMA is a non-profit organization whose membership consists of Health Information Management professionals employed in hospitals and other health care settings throughout Central New York. Our members possess training in the principles of health information
management and are certified and/or registered by the American Health Information Management Association (AHIMA).

**EVENTS & EDUCATIONAL SESSIONS:** *(Title, Month, #CEU’s awarded, number of attendees)*

Total of 45 credits offered

- Release of Information/Medicolegal Issues in the Workplace – Eric Naegely, Attorney at Barclay & Damon LLP – October 3, 2018 – 2.0 CEU’s, 32 attendees
- ICD-10CM & PCS and CPT Coding Updates – Michelle Bartholomew Green, RHIA, MVCC Adjunct Professor – November 3, 2018 – 3.0 CEU’s, 34 attendees
- HIM’s Role in Successful Standardization (AHIMA Webinar) – March 26, 2019 – SUNY Broome Community College – 2.0 CEU’s, 33 attendees
- EHR- “How do you like me now?” Kirsten M. Griffin, RHIT – March 26, 2019 – SUNY Broome Community College – 1.0 CEU’s, 33 attendees
- Health Information Exchange-How can the HIE help your organization? – Tamie Kiniry, Regional Director HIE Community Engagement – HealtheConnections – April 12, 2019 CNYHIMA Annual Meeting – 1.0 CEU’s, 108 attendees
- EHR Panel – HIM Health Care Settings-“Challenges We Face” Moderator- April 12, 2019 – CNYHIMA Annual Meeting – 1.5 CEU’s, 108 attendees

Susan Brush, RHIT CNYHIMA President Elect-Acute Care Setting, Ginny Neumann, RHIT CNYHIMA Communications Director-Clinic Setting, Kathy McDonald, RHIA LTC Setting, Deborah Lollie, RHIT-Hospice Setting, Renee Olmstead, RHIA- Acute Care Setting

- Legal Issues in Medical Records – Eric Naegely, Attorney at Barclay & Damon LLP – April 12, 2019 CNYIMA Annual Meeting – 1.0 CEU’s, 108 attendees
- “Telling the Story: UB-04” – Marianne Sherlock, PT, RAC, CT, LNHA-Bishop Rehabilitation and Nursing Center – April 12, 2019 CNYHIMA Annual Meeting – 1.5 CEU’s, 108 attendees
- HIM Professionals Role in the Revenue Cycle – Jeffrey Youngs, RHIT – Director of Patient Access – Crouse Hospital – 1.0 CEU’s, 108 attendees
- Provided several opportunities for members to receive FREE CEU’s throughout the year through educational institutions and HIM companies who allowed us to be included in continuing education – 31 CEU’s – Several members commented they took advantage of FREE CEU opportunities

**Membership Total:**
- 178 professionals and 32 students. Total Membership – 210

**GOALS**

- Continue to provide ICD-10 Education as well as other HIM-related Education
- Continue our “Green” Initiative
- Continue to offer Annual scholarships for HIM Students
- Promote and increase awareness of the HIM Profession
- Continue to promote Long Term Care Group programs
- Continue to partner with other CLA’s and AAPC Members in the area
- Form a LTC Summit Meeting in 2020 utilizing NYHIMA LTC Section which was disbanded and balance forward towards this event
➢ Partner with Northern New York Health Information Association for Joint Meeting in Watertown, NY for Fall of 2019
➢ Appoint a First Year Education Director for 2019-2020

Accomplishments for the Year:

- Continue to build relationships with other HIM professionals in our region (Watertown AAPC)
- Held several partnering education programs
- CNYHIMA continues to have a Long-Term Care Section and distribute queries through emails for all LTC members as needed
- Membership as of April 12, 2019 is “Gone Green” by sending all communication to members via email
- “Gone Green” by emailing all educational meeting presentations prior to event
- Christmas Party gathering on December 12, 2018 to promote networking and swap new Christmas Ornament to fellow attendee at Twin Tree’s Restaurant in Solvay, NY
- Continued to communicate with all HIM professionals within the region
- Provided membership with several HIM Local Job Postings throughout the year
- Provided several opportunities to members for FREE AHIMA CEU’s through the College of St. Scholastica MOOC Programs, Verisma ROI Webinars, MRO Webinars, E-Harmony Webinars and CNYCC Webinars
  - Presented for the eleventh-year annual student scholarships which were awarded at our CNYHIMA Annual Meeting on April 12, 2019
  - CNYHIMA Annual Meeting in East Syracuse on Friday, April 12, 2019 with the theme of “Tour the World of HIM Excellence!” Participants received 7.5 CEU’s and access to HIM Exhibitors, Cash N’ Carry Vendors and College showcases. All paid participants receive CNYHIMA membership for 2019-2020 as part of the registration fee. Provide several door prizes donated by Board members, CNYHIMA, and exhibitors, vendors and colleges. Provide a 50/50 raffle to benefit the CNYHIMA Student Scholarship Fund.
  - Appointed by a full CNYHIMA Board Quorum- Jeffery Youngs, RHIT to hold the new position of CNYHIMA First Year Education Director
  - NYHIMA President Cindy Alsheimer, RHIT Planning Chair and CNYHIMA Member Carolyn Hastings, RHIA Education Chair were appointed as NYHIMA Annual Conference Chairs and CNYHIMA Volunteer Committee was formulated for Planning and Education for NYHIMA Annual Conference to be held at the Marriott Downtown Hotel in Syracuse, New York from June 2, 2019 - June 5, 2019

Prizes won at our CNYHIMA Annual Meeting on Friday, April 12, 2019
CNYHIMA Annual Meeting Winners of the bigger prizes were:
Kristine McNeil-Vince’s Gourmet Basket - donated by Virginia Neumann, CNYHIMA Communications Director
Nancy Malbert -Large Tote for frozen food/storage containers, $35 Gift Certificate from Wegman’s - donated by Cindy A. Alsheimer, CNYHIMA President
Kritina Thorb - $25 Texas Road House Gift Certificate and $15 Dunkin Donut Gift Certificate - donated by Nanette Backus, CNYHIMA Finance Director
Kathy McDonald  - Movie Gift Basket - donated by Susan Brush, CNYHIMA President-Elect
Paula Ford - Decorative Dish/Platter/Bowl ++ Basket - donated by Michele Hasper, CNYHIMA Past President
Deanna Schabowski - OCC Gift Basket - donated by Karen Fabrizio SUNY OCC Associate Professor, Department Chair, HIT Program
Beth Greenfield - Grand Prize - Double Tree Hotel - Overnight Stay and Breakfast - $250 - donated by Linda Benn of Double Tree Hotel, East Syracuse.

Many other attendees won several gifts donated by CNYHIMA and each of our Exhibitors/Vendors---
Thank you all who attended and participated in the Scholarship Raffle!

Awards given:
(3) Student Scholarships awarded at our CNYHIMA Annual Meeting on Friday, April 12, 2019
- Jhenelle Davis of SUNY Broome Community College
- Elizabeth Myles of SUNY Onondaga Community College
- Hugh Brown, RHIT of SUNY Polytechnic

The Financial Health of CNYHIMA is Secure

HEALTH INFORMATION MANAGEMENT ASSOCIATION OF NEW YORK CITY (HIMANYC)
www.himanyc.org
Lisa Marie Todman-Leggall, MSA, RHIT - President

THE BOARD OF DIRECTORS:
President:        Ms. Lisa Marie Todman, MSA, RHIT, Notary Public
President Elect: Ms. Gabriela Grygus, MBA, RHIA, CHPS
Past President:  Ms. Lisa Marie Todman, MSA, RHIT, Notary Public
Bylaws & Procedure: Ms. Jocelyn Izzard-Picart, MSM, RHIA
Educational Programs: Ms. Shalonda Robinson, RHIA, CCS
Treasurer:       Mr. Xavier Anderson, RHIA, CHDA
Membership:      Ms. Jesus Kaiser Carrasco, MS, RHIA
Secretary:       Ms. Patricia Ferreira, RHIT, CCS

GOALS:
- Continue to provide educational resources for members
- Review and update bylaws to ensure the association aligns with the mission of both AHIMA and NYHIMA
- Continue to retain members and implement ways on obtaining new members

EVENTS & EDUCATIONAL SESSIONS: (Title, Month, #CEU’s, number of attendees)
CPT Coding Update  January 19, 2018   3 CEU’s   64 Attendees  
Annual Meeting     May 4, 2018     6.5 CEU’S       104 Attendees  
FY 2019 IPPS and ICD-10 Coding Updates  October 3, 2018   4.5 CEU’s   78 Attendees  
2019 OPPS and CPT Coding Updates  January 25, 2019  3 CEU’s   55 Attendees  
Hill Day Update Webinar  March 29, 2019   1 CEU     22 Attendees  
Annual Meeting  May 10, 2019   5 CEU’s       86 Attendees  

Membership Total: 138

The Financial Health of HIMANYC is Very Secure

HEALTH INFORMATION MANAGEMENT ASSOCIATION OF WESTERN NEW YORK (HIMAWNY)  
www.Wnyhima.com  
Amanda Mancini, RHIT – President

BOARD OF DIRECTORS:  
President- Amanda Mancini, RHIT  
Past President- Robert Majewski, RHIT  
President Elect- Randolph Howitt, RHIT  
Secretary – Elizabeth Zivis, RHIA RN BSN  
Treasury- Justine Gorham, RHIT  
Director- Barbara Garlow, RHIT

MISSION STATEMENT:  
TO PROMOTE THE ART AND SCIENCE OF HEALTH INFORMATION IN THE WNY AREA  
THROUGHOUT EDUCATION AND TO IMPROVE THE QUALITY OF COMPREHENSIVE HEALTH  
INFORMATION SERVICES FOR THE WELFARE OF THE PUBLIC OF WNY.

EVENTS & EDUCATIONAL SESSIONS:  
OCTOBER CODING UPDATE, SEPTEMBER 2018 – 3 CEUS  
SUCCESSFULLY APPEAL CLINICAL VALIDATION DENIALS, OCTOBER 2018 – 3 CEUS  
MEMBER APPRECIATION/HOLIDAY PARTY- FEBRUARY 2019 – 1.5 CEUS  
ANNUAL MEETING, MAY 2019 – 7 CEUS

MEMBERSHIP TOTAL: 102 MEMBERS

ACCOMPLISHMENTS FOR THE YEAR:  
BYLAWS ARE FULLY UPDATED AND IN COMPLIANCE WITH NYS NONPROFIT LAWS.  
ADDED THE OPTION OF ELECTRONIC PAYMENT TO MEMBERS.
AWARDS GIVEN:
HONORARY MEMBER
(2) STUDENT SCHOLARSHIP AWARDS

The Financial Health of HIMAWNY is Very Secure

LONG ISLAND HEALTH INFORMATION MANAGEMENT ASSOCIATION (LIHIMA)
www.lihima.org
John W. Ruth ~ President

List Board of Directors for 2018-2019 with roles/titles:
President: John W. Ruth john.ruth@stonybrookmedicine.edu
President Elect: Teresa Silversmith teresasilversmith@gmail.com
Past President: Linda DiGregorio linda.digregorio@nyulangone.org
Treasurer: Arlene Fauth, destar@optonline.net
Recording Secretary: Stephanie Burke stephanie.c.burke@stonybrookmedicine.edu

GOALS or Mission Statement:

- To promote the art and science of health information management practice in the counties of Nassau and Suffolk through education.
- To encourage health information management practitioners in the counties of Nassau and Suffolk to attain the highest degree of competence possible through continuing education.
- To sponsor continuing education programs for the purpose of promoting optimal health care and containment of health care costs in the counties of Nassau and Suffolk to the extent that health information managers may contribute toward this goal.
- To provide an educational medium for the sharing of experience, problems and their solutions in the health information management field.
- To maintain contact with educational institutions in the counties of Nassau and Suffolk offering health information
- To foster communication with all health care institutions in the counties of Nassau and Suffolk to keep them informed personnel.
- To participate actively in research and other programs related to the health information management profession.
- To promote the health information management profession through educational concepts and good interpersonal and public relations.
- To maintain and encourage adherence to a stated code of ethics through education.
EVENTS & EDUCATIONAL SESSIONS: (Title, Month, #CEU’s awarded, number of attendees)
09/12/2018  HIM Reimagined: The Future of HIT Education  2.0
10/09/2018  ICD-10-CM & -PCS Updates: FY 2019 IPPS/DRG Updates  3.0
12/05/2018  Health Informatics  2.0
01/23/2019  2019 Medicare OPPS and CPT Updates  3.0
04/10/2019  Annual Banquet  5.0

8 Characteristics of Happy Health Information Managers
SPARCS Data Submission – What You Don’t Know May Be Hurting Your Facility
HIPAA and ROI Updates
Computer Assisted Coding
Clinical Documentation & Coding: A Team Approach to Improving Data, Quality Outcomes & Reimbursement in the Hospital Setting

05/15/2019  CDI Across the Continuum – Moving to a Patient Centric Solution  2.0

Membership Total: 195 (Active = 179, Emeritus = 2, Students = 14) (New Memberships = 21)

Accomplishments for the Year:
Provided a total of 17 CE credits for the year. Several education sessions were free to members. New Board members elected via electronic ballot; electronic event registration implemented via the LIHIMA web site.
Board of Directors continued to support the items noted in the Mission Statement. Net gain of 21 new members during this past year.

Awards given:
Carmela Ormandy Distinguished Member Award - Jeanette Madsen, RHIA
HIM Champion Awards:
- Payal Sinha, CCS
- Tracy D’Errico, MS, RHIA
- Arlene Fauth, RHIA
- Susan Goldson, MS, RHIT, CCS, CCS-P
Maryanne Gordon Volunteer Award – Arlene Fauth, RHIA
LIU Post Outstanding Student Award - Eric Palmeri
Nassau Community College Outstanding Student Award – Demet Guvelioglu
Suffolk County Community College Outstanding Student Award – Janine L. Muccio

The Financial Health of LIHIMA is Very Secure
HEALTH INFORMATION MANAGEMENT ASSOCIATION OF NORTHERN NEW YORK (HIMANNY)
Donna Bishop, RHIT – President

BOARD OF DIRECTORS:
Donna Bishop, RHIT - President
Susan Huntington, RHIA – President – Elect
Kathleen Grillo, RHIA - Finance Director
Erin O’Connor, RHIT – Secretary
Tennille Schmitt, RHIT – Past President

GOALS or Mission Statement:
Goals: 1. HIMANNY Bylaws Updated
2. Current and accurate Membership Roster
3. Educational sessions by webinars

EVENTS & EDUCATIONAL SESSIONS: (Title, Month, #CEU’s awarded, number of attendees)
August 2018 – April 2019
Executive Board Meeting August 2018 0 CEUs 4 attending
Executive Board Conference Call Meeting Dec. 2018 0 CEUs 4 attending
Executive Board Conference Call Meeting March 2019 0 CEUs 4 attending
HIMANNY Meeting & Education Session Nov. 2018 2.0 CEUs 14 attending
HIMANNY Educational Webinar April 2019 1.5 CEUs 13 attending

Membership Total: (per our roster – 15 paid 2018-2019
15 unpaid 2018-1019

Accomplishments for the Year:
1. Updating our HIMANNY Bylaws
2. Holding our first educational webinar

The Financial Health of HIMANNY is Acceptable

ROCHESTER REGIONAL HEALTH INFORMATION MANAGEMENT ASSOCIATION (RRHIMA)
http://www.rrhima1.org
Submitted by Diana Adam Podgornik, RHIT, President

BOARD OF DIRECTORS:
President – Deb Symonds, RHIT, CTR
President-Elect: Nicole Morthorst, RHIT
Past President: Diana Adam-Podgornik, RHIT
2nd Yr. Director of Ed. – Darlene McKendrick, BS, RHIT, CCS
1st Yr. Director of Ed. – Lynn Wozniak, MS, RHIT, CDIP
Director of Bylaws – Jenn Dydo-Spencer, RHIA, CCS
Director of Finance – Chelsea Ziefel, RHIT
Student Representative (MCC) – Tatyana Davis

**GOALS:** To continue the positive momentum set forth by the previous RRHIMA BOD. Goals included the following:

- 2019-20 Strategic Plan
- Update and amend Bylaws
- Plan four Educational sessions
- Launch a new website
- Revive the Coding Special Interest Group (SIG)

**Education:** We offer four educational sessions this year, including the annual meeting

<table>
<thead>
<tr>
<th>Date</th>
<th>Program Title</th>
<th>#CE’s offered</th>
<th>Total Attendance</th>
</tr>
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<tbody>
<tr>
<td>9/27/2018</td>
<td>ICD-10/MS-DRG Updates/ HAC and POA Guidelines Review</td>
<td>3</td>
<td>31</td>
</tr>
<tr>
<td>11/14/2018</td>
<td>Patient Access: A new Frontier for HIM</td>
<td>3</td>
<td>21</td>
</tr>
<tr>
<td>3/12/2019</td>
<td>Transgender Community and Data Capture</td>
<td>4</td>
<td>49</td>
</tr>
<tr>
<td>5/2/2019</td>
<td>RRHIMA Annual Meeting – NYSDOH Sepsis Update And Denials Management</td>
<td>5</td>
<td>46</td>
</tr>
</tbody>
</table>

**Totals** | **15** | **147**

**MEMBERSHIP:**

<table>
<thead>
<tr>
<th></th>
<th>2018-19</th>
<th>2017-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRHIMA Dues Paying Members:</td>
<td>80</td>
<td>62</td>
</tr>
<tr>
<td>Emeritus:</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Students</td>
<td>30</td>
<td>22</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>114</strong></td>
<td><strong>86</strong></td>
</tr>
</tbody>
</table>

**ACCOMPLISHMENTS:** The board continued its positive momentum from the past few years and as of May 2, 2019 has held nine board meetings including two full day Saturday sessions. Also, there have been three business meetings to date.

**Here are some of our highlights:**

- Successfully held four well attended, highly positive reviewed and profitable Educational sessions.
- Engaged with our members at two Mixer events (August and April), a Post-Holiday Party in January and during HIP Week with puzzles and member highlights.
- Revised our bylaws to come in line with the most current AHIMA/NYHIMA version. We voted to amend the bylaws at our Annual Meeting on May 2nd and it successfully passed.
- Our current Strategic plan expired at the end of 2018. In October 2018 the board along with the assistance of Karen Linder and Kathy Barry successfully created a new two-year plan for 2019-2020.
- Updated our Mission and Value statements:
AWARDS
Darlene McKendrick was nominated for the 2019 NYHIMA Distinguished Member Award and Sharon Insero was nominated for the 2019 NYHIMA Educator Award. There were no applications for the 2019 RRHIMA Academic Award which was very disappointing. The board unanimously voted to rename the award to the Sharon Insero Academic Award.

The Financial Health of RRHIMA is Very Secure

SOUTHEASTERN NEW YORK HEALTH INFORMATION MANAGEMENT ASSOCIATION (SENYHIMA)
SENYHIMA President: Katherine Kozlowski

BOARD OF DIRECTORS:
Katherine Kozlowski – President
Laura Berberich – Treasurer
Filomena Marchione – Secretary

GOALS or Mission Statement: The objectives of this Association shall be identical to those of the New York Health Information Management Association, specifically to promote the art and science of medical record practice through education, and to improve the quality of comprehensive health information services for the welfare of the public.

EVENTS & EDUCATIONAL SESSIONS: (Title, Month, #CEU's awarded, number of attendees) Hot Topics: Discussion of CMS DRG Updates & Coding Case Studies, 3.0 CEU's, October 17, 2018, 22 Attendees

Membership Total: 45 Members

Accomplishments for the Year:
- Collected dues for the first time in two years, 10 dues paying members.
- One Board member attended the Fall NYHIMA CLA meeting in Albany
- Offered one education opportunity with 3.0 CEU’s that was well attended by 22 members.
- Board updated and approved our CLA Bylaws.

Awards given: None

The Financial Health of SENYHIMA is Secure

TAPPAN ZEE HEALTH INFORMATION MANAGEMENT ASSOCIATION (TZHIMA)
President - Sherry Jimenez, MS, RHIA
BOARD MEMBERS:

- **President**: Sherry Jimenez, MS, RHIA
- **President-Elect**:  
- **Past President**: Sue Clarke-Kendrick, MHA, RHIA
- **Treasurer**: Patricia W. Haskel, RHIT
- **Members**: 20 active members, 9 new members—will be active as of 6/2018.

**Board meetings were held on**: July 10, 2018 and March 2019

**Association Meetings**:

**October 10, 2019**  
Presenter: Sandra L. Macica, MS, RHIA, CCS  
Title: ICD-10-CM/PCS Updates  
Location: Gateway Center, Westchester Community College

**November 13, 2018**  
Presenter: Melissa M. Zambri, ESQ and Eric C. Naegely, ESQ  
Title: Confidentiality and Release of Information/Records  
Location: Webinar

**April 15, 2019**  
Presenter: Matthew H. Lawney, MSPT, MBA, CHC, Epoch Health Solutions, LLC  
Title: Telehealth and Virtual Care & Price Transparency  
Location: Webinar

**May 16, 2019**  
Presenter: Sue Clarke-Kendrick, MHA, RHIA, AVP, HIM and Clinical Documentation Improvement  
Health Information Management Dept., Wyckoff Hospital  
Title: Revenue Integrity & Advocacy Hill  
Location: Webinar

**June 28, 2019**  
Presenter: Lolita Jones, RHIA, CCS, Consultant, Ambulatory Surgery and Outpatient Services  
Title: Infusion Coding & CPT Updates  
Location: Webinar

**Goals for 2019-2020**:  
To increase TZHIMA paid membership  
To increase meeting attendance  
To create a TZHIMA webpage  
Achieve by: presenting interesting and informative presentations by knowledgeable speakers.