

# **Genesee Valley Chapter Emergency Nurses Association**

## **Monthly Meeting Minutes**

**Meeting Date: February 11, 2013**

**Location: Henrietta Ambulance**

| <u>TOPIC</u>                  | <u>DISCUSSION &amp; ACTION</u>  | <u>RESPONSIBLE PERSON</u>  | <u>STATUS</u> |
|-------------------------------|---|----------------------------|---------------|
| <b>Called to order @ 1702</b> | Members present: Sue Chalupa-Breese, Ginny Hebda, Sue Knapp, Gwen Williams, Marina Delttori, Heather Nenadic, Wende Tefel, Dan Smith, Ngoc Diep, Victoria Paulsen, Andrew Wong, Monica Seaman, Kristen Keating, Mary Mahler, Deb Taylor, Deb McCaig, Shari McDonald<br>Excused: Dawn MacMullen, Tammy Davis, Rosa Waldroff  | Shari McDonald             | Closed        |
| <b>Approval of Minutes</b>    | 1 <sup>st</sup> : Ginny Hebda 2 <sup>nd</sup> : Sue Knapp   | Shari McDonald             | Closed        |
| <b>President's Report</b>     | <ul style="list-style-type: none"> <li>• Death of Judith Kelleher</li> <li>• NYSENA January 18 &amp; 19 in Binghampton: Webcast – chair education, chair patient safety, vendors for upcoming events, DA panel webinar: April 13 Workplace Violence</li> <li>• Ad Hoc group for workplace violence</li> <li>• Ad hoc meeting in Binghampton: \$50 stipend for 2 delegates, minimum balance \$3500 limit for the GVENA bank account, essay contest for Setting the Pace</li> </ul> | Shari McDonald             | Closed        |
| <b>Treasurer's Report</b>     | <ul style="list-style-type: none"> <li>• Balance \$4930.00</li> <li>• \$175.00 Alina Vorobeychik Educational Scholarship Fund</li> <li>• \$161 TNCC left over funds</li> <li>• \$210 ENA membership (state stipend for 42 members)</li> <li>• No outstanding checks</li> </ul>  | Deb Taylor                 | Closed        |
| <b>Secretary's Report</b>     | <ul style="list-style-type: none"> <li>• United Memorial Hospital to remain listed on web page – Motion made 1<sup>st</sup> Ginny Hebda, 2<sup>nd</sup> Heather Nenadic, motion carried</li> </ul>  | Sue Chalupa-Breese (Proxy) | Closed        |
| <b>Membership</b>             | <ul style="list-style-type: none"> <li>• Membership 42/173 last month</li> </ul>  | Sue Chalupa-Breese         | Closed        |
| <b>Communications</b>         | <ul style="list-style-type: none"> <li>• Expired members, have hospitals ask them to renew</li> <li>• E-mail questions and newsletter to Dawn MacMullen</li> </ul>  | Shari McDonald             | Action        |

|  |   |                    |        |
|--|---|--------------------|--------|
| <b>Education</b>                                     | <ul style="list-style-type: none"> <li>• STEP conference March 22 &amp; 23: Ad Hoc group working on poster, raffle baskets for the GVENA table. Motion made for \$100 donation from GVENA funds to pay for items for the table, 1<sup>st</sup> Mary Mahler 2<sup>nd</sup> Heather Nenadic, motion carried. Shari McDonald to donate a stethoscope for a raffle item. Information on the STEP conference and GVENA table to be put on the GVENA website.</li> <li>• Alina Vorobeychik Educational Scholarship fund: Kindle Fire Raffle – Per Andrew Wong there were 264 hits on the website. RGH needs more tickets for the raffle. March 11 money and tickets are due. Total ticket profit should be \$999.00 if all are sold. Andrew Wong donated \$40.00 toward the cost of the tickets for the raffle.</li> <li>• Fund raising: need a description. Andrew Wong discussed on-line donations.</li> <li>• Setting the Pace essay contest: 500 words or less for the essay. No essays yet. Shari McDonald to write e-mails regarding the contest.</li> <li>• May CEN review in Binghamton, hire through Med Ex</li> </ul> | Sue Chalupa-Breese | Action |
| <b>Conferences</b>                                   | <ul style="list-style-type: none"> <li>• Setting the Pace in Tarrytown, NY April 11 &amp; 12</li> <li>• National ENA conference September 17-21, Delegate applications due June 1<sup>st</sup>. Applications can be submitted through the national ENA website.</li> <li>• Genesee Valley Legislative Meeting @ St. John Fisher February 28. \$50 donation to co-sponsor.</li> </ul>  | Sue Chalupa-Breese | Closed |
| <b>Conference: 2014 Setting the Pace - Rochester</b> | <ul style="list-style-type: none"> <li>• Tabled until March meeting</li> </ul>  | Shari McDonald     | Closed |
| <b>New Business</b>                                  | <ul style="list-style-type: none"> <li>• Shari McDonald appointed Monica Seaman chair of Ad Hoc Membership committee.</li> <li>• Reverse Auction @ Setting the Pace discussed regarding a lilac bush for Rosa Waldroff to purchase for the 911 Scholarship Fund – tabled until March meeting.</li> <li>• Benchmarking ACLS – Does your organization pay for staff to go?</li> <li>• Electronic introduction letter suggested by Shari McDonald: ENA, mission, what is happening, officers, motions, forms, etc.</li> </ul>  | Shari McDonald     | Action |
| <b>Old Business</b>                                  | <ul style="list-style-type: none"> <li>• Policies and Procedures to be added to the website – Ginny Hebda to e-mail to webmaster</li> <li>• Motion made to post unapproved minutes within one week after the meeting to the website. 1<sup>st</sup> Shari McDonald 2<sup>nd</sup> Deb Taylor</li> </ul>   | Shari McDonald     | Action |
| <b>Adjournment @ 1835</b>                            |   | Shari McDonald     | Closed |

**Respectfully submitted,**

Tammy A. Davis BSN, RN, CEN, CCRN

2013 GVENA Secretary

**Amendments:**

Ad Hoc e-mail committee: Sue Chalupa-Breese, Dawn MacMullen, Andrew Wong

Ad Hoc STEP committee: Monica Seaman, Heather Nenadic, Mary Mahler, Dawn MacMullen, Andrew Wong, Tammy Davis, Sue Chalupa-Breese