

Genesee Valley Chapter Emergency Nurses Association

Monthly Meeting Minutes

Meeting Date: January 14, 2013

Location: Henrietta Volunteer Ambulance

<u>TOPIC</u>	<u>DISCUSSION & ACTION</u>	<u>RESPONSIBLE PERSON</u>	<u>STATUS/ ACTION</u>
Called to order @ 1700	<u>Members present:</u> Dawn MacMullen-Leuchtner, Ginny Hebda, Deborah Taylor, Sue Chalupa-Breese, Rosa Waldroff, Heather Nenadic, Andrew Wong, Gwen Williams, Tammy Davis, Monica Seaman, Mary Mahler, Shari McDonald, Victoria Paulsen <u>Excused:</u> Sue Knapp	Ginny Hebda	Closed
Approval of Minutes	1 st : Deb Taylor 2 nd : Heather Nenadic	Ginny Hebda	Closed
President's Report	<ul style="list-style-type: none"> • Shari McDonald sworn in as President by Ginny Hebda • NYSCENA meeting in Binghamton, NY January 18 and 19. Members anticipating attending: Deb Taylor, Ginny Hebda, Gwen Williams, Shari McDonald, Dawn MacMullen-Leuchtner, Tammy Davis 	Ginny Hebda	Closed
Treasurer's Report	<ul style="list-style-type: none"> • \$4590.10 in account. • 2 outstanding checks to be cashed from courses taught (Peggy Doyle and Deb McCabe) • 2 checks received for Alina Vorobeychik Education Scholarship fund. Thank you cards to be sent out to Mary Mahler and Christina Fiordeliso. • 1099 filed for 2012 for 5 instructors that earned more than \$600. • 1096 form filed and copy given to Rosa Waldroff NYSCENA treasurer. • Treasurer books to be turned over to Deb Taylor @ NYSCENA meeting or next month's meeting. 	Gwen Williams	Action
Secretary's Report	Encourage people to like the Genesee Valley Chapter ENA and New York State ENA Facebook pages, invite friends and view the GVENA website.	Dawn MacMullen-Leuchtner	Closed
Membership	<ul style="list-style-type: none"> • 173 members. • Expiring members discussed to have the hospitals notify them and encourage them to renew. 	Dawn MacMullen-Leuchtner	Action
Communications	<ul style="list-style-type: none"> • Any contributions for the state newsletter please e-mail enadawn@gmail.com or newsletter@nysena.org 	Dawn MacMullen-	Action

	<ul style="list-style-type: none"> • E-mail addresses to be made for each officer and then change passwords for the new officer when they take office. Motion Sue Chalupa-Breese, 2nd Heather Nenadic – passed. • E-mail addresses for each member discussed for ease of constant communication – ad hoc committee to discuss: Sue Chalupa-Breese, Dawn MacMullen-Leuchtner, & Andrew Wong. 	Leuchtner	
Education	<ul style="list-style-type: none"> • ENPC March 9 & 10, 2013 @ RGH. Students to be advised of mandatory website work before attending. Limit 16 students for this class due to trying out new 4th edition curriculum. NO refunds if not prepared and asked to leave class. • No more ENPC renewal classes due to the new curriculum. • Instructors for ENPC need to certify in the new 4th edition of ENPC. • TNCC – students need to be prepared to walk in and do skills for one-day renewal course. • Managers of each hospital to be notified to relay requirement of new ENPC course pre-work and NO refund if no pre-coursework is completed before class. Also to advise that the TNCC one-day renewal requires students to be prepared for skills on arrival. • STEP conference March 22 & 23, 2013 @ RIT Conference Center • Setting the Pace April 11-12 in Tarrytown, NY – Research Posters encouraged • TNCC April 27 & 28, 2013 @ RGH • CPEN Review course September or October 2013, waiting to finalize. • ENPC October 5 & 6, 2013 @ Unity • TNCC November 16 & 17, 2013 @ RGH 	Sue Chalupa-Breese	Action
Conferences	<ul style="list-style-type: none"> • January 18 & 19 – NYSCENA Meeting Binghamton, NY • February 27- March 3 - National Leadership Conference Ft. Lauderdale, FL – Gwen Williams attending • March 22 & 23 - STEP Conference Rochester, NY <p>Discussed obtaining vendor table. Sell 9/11 scholarship pins, bracelets. Take on a theme for the table – Sepsis. Possibly have a “basket” to raffle of sepsis care items. Motion for the table: Heather Nenadic, 2nd Sue Chalupa-Breese. Mr. Robert Breese to donate \$200 for the cost of the table. Motion for Ad hoc committee for the table at the conference: Mary Mahler, 2nd Heather Nenadic. Committee members: Monica Seaman, Heather Nenadic, Mary Mahler, Dawn MacMullen-Leuchtner, Andrew Wong, Tammy Davis, Sue Chalupa-Breese</p> <ul style="list-style-type: none"> • April 11-12 – Setting the Pace Tarrytown, NY – NYSCENA meeting April 13 • September 17-21 – Annual ENA Conference – Nashville, TN 	Shari McDonald	Action

Conference: 2014 Setting the Pace - Rochester	<ul style="list-style-type: none"> • Sue Knapp – site person • Discuss at each meeting for the next year at least 10-15 minutes. • Discussion of opening reception hosted by the chapter and/or a theme party. • Discussed other venues than RIT Conference Center to have better access to transportation and local venues. RIT Conference Center has shuttle buses to local places and the airport. Suggested each hospital sponsor something ex. Shuttle service, wine tasting event, canal ride. 	Shari McDonald	
New Business	<ul style="list-style-type: none"> • Kindle Fire raffle for the AlinaVorobeychikEducationScholarship – Andrew Wong, Chairperson. Posters distributed at the meeting to go to the area hospitals. Drawing to be held March 11, 2013. Tickets being sold \$1 for 1 and \$5 for 6 tickets. • Essay contest for 2013 Setting the Pace registration fee. 500 words or less for the essay of how they have made a difference as an emergency nurse. Per last meeting minutes, deadline for submission will be March 15, 2013 and essays are to be sent to Shari McDonald's e-mail. Constant Contact the poster and the essay information. • Genesee Valley Nurses AssociationLegislative reception to be held February 28,2012 at St. John Fisher. Motion for GVENA to donate \$50: 1st Sue Chalupa Breese, 2nd Rosa Waldroff. • Motion to extend the monthly GVENA meetings up to 1 ½ hours: 1st Heather Nenadic, 2nd Sue Chalupa-Breese. 	Shari McDonald	Action
Old Business	Policies & Procedures need to be sent out for review to be approved.	Ginny Hebda/Shari McDonald	Action
Adjournment @ 1821	1 st Deb Taylor, 2 nd Sue Chalupa-Breese		Closed

Respectfully submitted,

Tammy A. Davis BSN, RN, CEN, CCRN

2013 GVENA Secretary

Action List	<ul style="list-style-type: none"> • Policies and procedures to be mailed out for review. • Ad Hoc Committees: 2014 Setting the Pace reception/theme party, STEP Conference table, Constant contact e-mails • E-mail addresses to be made for each officer • Kindle Fire Raffle • 2013 Setting the Pace registration Essay Contest • ENPC & TNCC information to be sent out to hospital managers • Thank you notes for the donations for the Alina Vorobeychik Educational Scholarship • Treasurer books to be turned over • Hospitals to encourage expiring members to renew memberships
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Amendment:

Ad Hoc Meeting: January 18, 2013 in Binghamton, NY of the GVENA.

Called to order by Shari McDonald @ 1700

Members present: Shari McDonald, Dawn MacMullen-Leuchtner, Ginny Hebda, Deb Taylor, Gwen Williams, Tammy Davis, Mary Mahler

Motion: Continue \$50 stipend for 2 delegates to attend the State meetings. \$100 will be given if they share a room. 1st Gwen Williams, 2nd Mary Mahler

Motion: Amend treasury balance minimum from \$5000 to \$4000 and have members vote on at the next meeting. 1st Ginny Hebda, 2nd Gwen Williams.

Other business: Essay contest for Setting the Pace closing date to be March 4, 2013 and winner to be chosen March 11, 2013. Facebook and GVENA website to reflect new dates ASAP. 1st Ginny Hebda 2nd Deb Taylor

Meeting called at a close @ 1720 1st Gwen Williams, 2nd Ginny Hebda.