



## Genesee Valley Emergency Nurses Association Chapter Monthly Meeting Minutes

**Meeting Date:** February 9, 2015

**Location:** Henrietta Ambulance

<u>TOPIC</u>	<u>DISCUSSION &amp; ACTION</u>	<u>RESPONSIBLE PERSON</u>	<u>STATUS/ ACTION</u>
<b>Called to order @ 1717</b>	Members Present: Virginia Hebda, Dawn MacMullen, Deb Taylor, Sue Chalupa-Breese, Sue Knapp, Tammy Ophardt Guests: Alexandra Johnson Excused: Shari McDonald, Monica Seaman, Gwen Williams	Tammy Ophardt	closed
<b>Approval of Minutes</b>	<ul style="list-style-type: none"> <li>November 2014 minutes approved with corrections. 1<sup>st</sup> Ginny Hebda 2<sup>nd</sup> Deb Taylor</li> <li>January minutes tabled until March. Corrections to be completed before approval.</li> </ul>	Tammy Ophardt	open
<b>President's Report</b>	<ul style="list-style-type: none"> <li>Looking for suggestions for an educational dinner – still have not heard from Genetech – Ginny to e-mail Tammy with information from another vendor</li> <li>Attended State Meeting in January. Meeting went well. Nothing significant to report at this time.</li> </ul>	Tammy Ophardt	open
<b>Treasurer's Report</b>	<ul style="list-style-type: none"> <li>Balance \$11,249.60 after outstanding checks have been accounted for</li> <li>\$903.00 for the Alina Vorobeychik Educational Fund</li> <li>Treasurer items now handed over to Sue Chalupa-Breese: 2013 &amp; 2014 treasurer accounts on thumb drive, checkbook, quicken program on disk. (No previous year information and no hard copies of any account information).</li> </ul>	Deb Taylor	closed
<b>Secretary's Report</b>	<ul style="list-style-type: none"> <li>None at this time</li> </ul>	Tammy Ophardt	closed
<b>Membership</b>	<ul style="list-style-type: none"> <li>196 members, post cards sent to members about to expire</li> </ul>	Ginny Hebda	closed
<b>Communications</b>	<ul style="list-style-type: none"> <li>Dawn has contacted Sarah from Grey Goose Graphics about the new GVENA website. We now have \$1100 left of funds allocated for the project. New look</li> </ul>	Dawn MacMullen	open

	<p>has been chosen. Suggestion made by members at meeting to make sure there is mention of the Alina Vorobeychik Educational Fund and the NYS ENA 9/11 Scholarship Fund.</p> <ul style="list-style-type: none"> <li>• Please invite friends to like the GVENA facebook page and the NYS ENA page</li> </ul>		
<b>Education</b>	<ul style="list-style-type: none"> <li>• ENPC class Feb 7 &amp; 8 had 11 students with 9 providers at this time – made approximately \$300-400</li> <li>• TNCC class for March only has 7 students signed up so far. Numerous flyers have been sent out. Members at the meeting to verify with their facilities.</li> <li>• EMS STEP Conference March 26-28, 2015 @ RIT. Suggestions for theme? Maybe Sepsis again and can use previous materials. Motion made Dawn MacMullen to obtain a booth and donate a basket for the silent auction and have one for the table to raffle off. Cost not to exceed \$500. 2<sup>nd</sup> Ginny Hebda. Motion passed with 1 abstention: Deb Taylor. Sue Chalupa-Breese to check with Mary Mahler about previous sepsis poster. Dawn MacMullen is in charge of creating baskets. When it is guaranteed we have obtained a booth, information to be placed on GVENA website and Facebook as well as search for volunteers to help man the booth.</li> <li>• Unity hospital to be holding a CEN review in May. Date TBA.</li> <li>• CPEN review to be held in Suffern, NY July 31, 2015 in conjunction with ENA State Council Meeting.</li> <li>• Potential CEN review to be held in Middletown, NY November 6 in conjunction with ENA State Council Meeting. Information TBA.</li> </ul>	Sue Chalupa-Breese	open
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• ENA State Council Meetings: April 18, 2015 Saratoga Springs, July 31 &amp; August 1, 2015 Suffern, NY Crowne Plaza, November 6 &amp; 7 Middletown, NY.</li> <li>• ENA Day on the Hill in Washington, D.C. April 28 &amp; 29, 2015</li> </ul>	Tammy Ophardt	closed
<b>Conferences</b>	<ul style="list-style-type: none"> <li>• New Jersey State ENA Conference March 18-20, 2015</li> <li>• STEP Conference March 26-28, 2015 @ RIT</li> <li>• Setting the Pace NYS ENA Conference April 16 &amp; 17, 2015 Saratoga Springs, NY</li> <li>• 2015 Emergency Nurses Conference May 14, 2015 at Strong Memorial</li> <li>• National ENA Conference September 28-October 3, 2015 Orlando, FL</li> </ul>	Tammy Ophardt	closed
<b>New Business</b>	<ul style="list-style-type: none"> <li>• Need to make a budget for the year. Ginny Hebda to create a template with a proposed budget for approval.</li> <li>• Deb Taylor asking members to send her ideas on safe staffing as an advocate for the State Advocacy Committee of NYS ENA</li> <li>• Formal document proposed by Sue Knapp to officially list locations of GVENA equipment/supplies</li> <li>• Ideas for Emergency Nurses Week in October discussed. Information to be</li> </ul>	Tammy Ophardt	open

	obtained by Ginny Hebda regarding purchase of pens and maybe decals. Pens to include website verbiage this year if approved. Budget to be dicussed.		
<b>Old Business</b>	<ul style="list-style-type: none"> <li>• MLREMS to be having a picnic for EMS workers. More information to be obtained by Sue Chalupa-Breese by next month. Deb Taylor to check with Big Lakes REMS.</li> <li>• Name picked for either a registration for 2015 Setting the Pace Conference or one year membership to be paid from current GVENA membership list. Winner: Colleen Gillette. Contact to be made by Ginny Hebda.</li> <li>• Genesee Valley respectfully asking the NYS ENA for updated Bylaws, policies, and procedures.</li> <li>• Further discussion on assisting ENA with lighting the Empire State Building in purple lights for Emergency Nurses Day. Still need a catch phrase and suggestion of a celebrity to light the building and say something on behalf of Emergency Nurses for the proposal.</li> </ul>	Tammy Ophardt	open
<b>Adjournment @ 1827</b>	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> Sue Chalupa-Breese</li> <li>• 2<sup>nd</sup> Ginny Hebda</li> </ul>	Tammy Ophardt	closed

**Respectfully submitted,**

Tammy A. Ophardt BSN, RN, CEN, CCRN  
2015 President

**Miscellaneous information:**

Ad Hoc Membership Committee: Ginny Hebda - Chair, Gwen Williams, Dawn MacMullen, Sue Chalupa-Breese, Monica Seaman, Tammy Ophardt

Equipment locations as of February 9, 2015 (formal document to follow):

Sue Chalupa-Breese – treasurer items as previously stated, 2 laser pointers and LCD projector. (Slide carousel has been discarded)

Ginny Hebda – ENPC equipment

Sue Knapp – TNCC equipment

Dawn MacMullen – President and secretary computers

Gwen Williams – post office box key

**Amendments:**

