

Genesee Valley Chapter Emergency Nurses Association Monthly Meeting Minutes

Meeting Date: September 12, 2016

Location: Henrietta Volunteer Ambulance

<u>TOPIC</u>	<u>DISCUSSION & ACTION</u>	<u>RESPONSIBLE PERSON</u>	<u>STATUS/ ACTION</u>
Called to order @ 1700	Members Present: Patrick Byrne, Susan Chalupa-Breese, Ann Marie Dailey, Virginia Hebda, Susan Knapp, Rosemary P. Magill, Monica Seaman, Chistina Scutella, Wendy Allen Thompson, Rosa Waldroff, Gerard Watkins, Gwen Williams, Excused: Tammy Ophardt Guests: Emily Bower. Chris Dimock, Nancy Nowak, Angela Rojas, Arielle Ross, Kristen Rhoades, Meeting called to order by President Susan Knapp.	Susan Knapp	Closed
Welcome and Introductions	President Susan Knapp welcomed the members and guests to the monthly GVENA Chapter meeting. Members and guests were introduced. Attendees were reminded to sign the attendance sheet. Members were reminded that UBER conferencing is available.	Susan Knapp	Closed
Approval of Minutes	Minutes form 6/13/16 were reviewed. <ul style="list-style-type: none"> • Corrections: <ul style="list-style-type: none"> Page 1 Approval of Minutes – correct Tammy Ophardt name (was Tamy) Page 1 Secretary Report – change GVENA POP Box to GVENA PO Box Motion to approve with corrections: Sue Chalupa-Breese, 2 nd Monica Seaman. Passed.	Susan Knapp	Closed
Secretary Report: Gwen Williams	June meeting minutes submitted for approval. GVENA PO Box annual fee – bill submitted to Treasurer, Sue Chalupa-Breese	Gwen Williams	Closed
Treasurer's	Checking account balance: \$12,070.53.		

Report: Susan Breese	<p>Outstanding checks: \$1716.69 – this includes Emergency Nurses Week items i.e. pens Grey Goose Account balance: \$365.37. E-mail received from Kelly Anderson, ENA CPA. Question re: 2014 check book – resolved, discussion pending. ENA is looking to close out the 2015 checking account and balance the books.</p> <p>First Niagara Accounts will be transferred to Key bank Accounts.</p>	Susan Chalupa Breese	Closed
President-Elect Report: Monica Seaman	Present and no report	Monica Seaman	Closed
Past President Report: Tammy Ophardt	Excused, no report	Tammy Ophardt	Closed
President's Report: Susan Knapp	<p>National ENA Elections will be held September 22-October 12– please watch your e-mail for the candidate's bios and ballot. Director at Large Candidate, Mary Lou Killian is from NYS.</p> <p>General and Scientific Assemblies are this week in Los Angeles – no GVC-ENA members attending to our knowledge.</p> <p>Sue Chalupa-Breese modeled the sweater that Delegates will be wearing this year.</p>	Susan Knapp	Closed
Committees:			
Membership: Virginia Knapp	<p>Chapter membership: June - 185 July - 179 August - 175</p> <p>Welcome letters were sent to new members. Membership renewal reminders were sent to expiring members.</p>	Virginia Hebda	Closed
Education: Patrick Byrne	10/19/16: Virginia Hebda and Susan Knapp distributed the flyer for the 2 nd Annual Continuing Education Offering sponsored by The Coalition of Nursing Organizations/Greater Rochester-Monroe County Region on Wednesday 10/19/16, 6-		

<p>and Susan Chalupa-Breese</p>	<p>8 PM at St. John Fisher College Basil Hall Room 135.</p> <p>10/10/16 – Genentech Sponsored Dinner on Exploring Treatment Eligibility for Acute Ischemic Stroke at Pomodoro Grille, Monroe Avenue at 6 P. Chapter meeting at 5P same location preceding the educational presentation. Please encourage ED staff at your organization to attend.</p> <p>10/26/16 – Nazareth College, Understanding Rituals of Dying and Death in World Religions 5 – 8:15 P.</p> <p>10/28/16 – How to Be an Effective Board Member, 1-4:30 PM, Wegman’s School of Nursing.</p> <p>Please refer to the Summer Chapter Newsletter for details.</p> <p>GVENA Sponsored Courses:</p> <ul style="list-style-type: none"> • TNCC Provider – October 1-2 at RGH, 13 registered, V. Hebda course director • ENPC Provider – November 19-20 at RGH. <p>Discussion re: 1 day TNCC recert course, is there interest in the chapter, inquire at your organization. Separate course or hold as part of 2 day course. Online modules must be completed prior to the course. Must have current TNCC, sign up 30 days before course, lectures online, skill testing and test in person. TNCC recert and a 2 day course held together could be overwhelming for the course director. Same price, no CEU’s for recert.</p> <p>ENPC – no one day renewal offered at this time.</p> <p>Decision: Chapter sponsor a one day trial TNCC recert course in the Spring (March) 2017. Most chapter members TNCC expiration dates are March or November due to chapter course dates. Establish minimum number needed to attend. 4:1 student : instructor ratio. This would be an additional 1 day TNCC recert course. Chapter would also offer a 2 day TNCC Course also in the Spring 2017.</p> <p>Motion by V. Hebda/2nd Patrick Byrne.</p> <p>Passed.</p> <p>Discussion re: updating TNCC equipment – use chapter funds for new football</p>		
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	<p>helmets and ancillary tools, storage containers, models, mannequins. . Rosemary P. Magill will check with the trainer at school re: a football helmet. Suggestion that instructors set up a time to review the equipment, storage containers, models and mannequins needed for the course.</p> <p>Reminder that Course Directors need to review the updated Administrative Policies by 9-1-16.</p> <p>Discussion re: where the chapter should hold chapter education offerings with the chapter meetings. Chapter meetings will be held in the HVA Board Room until December 2016. HVA Board Room has limited seating capacity. November speaker – move to December or change venue. Monica Seaman offered to check if Conference Rooms A and B at Strong were available Patrick Byrne/Monica Seaman will check if the College Town training center is available. Monica will reach out to the U of R for reservations. Sue Chalupa-Breese discussed that with \$12,000 in the checking account, possibility that chapter could rent a training room at Gates Volunteer Ambulance, Penfield or Fairport.</p> <p>Holiday Party at December meeting (12/12/16) – speaker with dinner. Dr. Cullinan at ? Biaggi’s Eastview Mall.</p>	Patrick Byrne and Sue Breese	Closed
Communications Susan Knapp	Summer Chapter Newsletter was sent out by e-mail.	Susan Knapp	Closed
Old Business	<p>Scholarship Policy from June meeting. Changes added. Motion to approve: Gwen Williams, 2nd Sue Chalupa-Breese. Passed.</p> <p>Emergency Nurses Week: Pens/cards were assembled and are ready for distribution at 10/10/16 meeting. Emergency Nurses Week is October 9-15. Emergency Nurses Day is 10/12. One free 1 year ENA membership will be presented to each hospital in the chapter (14). Will be advertised in the Newsletter and a card attached to pens on how to</p>		

	<p>register for the free membership. Form will also be posted on the chapter homepage and e-mailed to members – send to John the webmaster. The benefits of membership were discussed with the guests present at this meeting.</p>	Sue Knapp	Closed
New Business	<p>Sue Chalupa Breese presented a report from the July 2016 NYSENA meeting – please see meeting minutes on the NYSENA website.</p> <p>Grey Goose fee increases effective 9/1/16. Sue Chalupa-Breese will present a report at the 10/10/16 chapter meeting. Fee increases need to be included in the budget..</p> <p>Chapter elections: The following positions are available for 2017: President-Elect – elected position Secretary – elected position Treasurer-Elect – elected position 2 Representatives – appointed positions 4 Alternates – appointed positions Sue Knapp read the policy re: representative reimbursement and gave a summary of the position responsibilities.</p> <p>The following ballot will be submitted to the chapter membership for election: President-Elect – Patrick Byrne Treasurer – Elect – Sue Chalupa-Breese Secretary - open. If you are interested, please contact Susan Knapp.</p> <p>Representatives: Monica Seaman Anne Marie Dailey</p> <p>Alternates: Gerard Watkins Wendy Allen Thompson Rosa Waldroff Susan Breese</p>	Susan Knapp	Closed

Motion to Adjourn:	Motion to adjourn at 1830 by Gwen Williams/2 nd Rosa Waldroff. Meeting adjourned.		
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Next meeting: Monday October 10, 2016, Pomodoros Grille, 3400 Monroe Avenue, 1700.

Respectfully submitted,

Gwen Williams, MS, RN-BC, CNS-BC, CEN

GVENA Secretary 2016