

## SDENA MEETING MINUTES

1600 February 2, 2009

Teleconference

### 1. Call to order by President Cindy Baldwin

#### Members Present:

##### Sioux Falls:

Clara Johnson, Avera McKennan,  
Becky McManus-Hexum, Avera McKennan  
Cindy Baldwin, Sanford Health  
Kay Boik, Sanford Health  
Roine Klassen, Sanford Health  
Patti Peterson, Sanford Health

##### Watertown, SD

Jodi Foster, Prairie Lakes Hospital  
Dory Gassman, Prairie Lakes Hospital

##### Redfield SD:

Julie Cass, Redfield Community Hospital  
Ruby Ann Fisher, Redfield Community Hospital

##### Rapid City, SD

Shaye Krcil, Rapid City Regional

##### Mitchell, SD

Anita Arndt, Queen of Peace

#### President's Comments:

- Cindy announced that, by a count of election votes, Dory Gassman will assume the roll of SDENA president after Cindy's term is completed. In 2009 the Secretary and Treasurer's positions will be up for reappointment. Cindy encouraged all members to consider nomination.
- Dory and Kay Boik attended the ENA Orientation Session in Chicago in December 2008. Dory and I would like to thank you all for the opportunity to attend this informative conference. The following is a summary of discussion issues brought up at the conference:
  1. *National Board meeting discussion topics*
    - Changing the number of delegates attending General Assembly— there was a lot of discussion and no clear decision*
      - i. due to challenges of facilitating the business of the resolutions, bylaws*
      - ii. Along with the presentations*
      - iii. Cost involved with such a large number attending, setup, logistics etc*
  2. *Goal of 40,000 members at the 40<sup>th</sup> anniversary of ENA*
  3. *Nurse Manager Membership drive-support of nurse managers would increase membership.*
  4. *Government Affairs meeting in January in Washington, DC*
    - Agenda includes how to approach the legislative personnel*
    - Putting together news releases for the media*
    - Day on the hill with our legislators*
    - There is funding available to the states*
  5. *Bill Briggs (2009 National ENA President) appointed **Mitch Jewett** as our board Liaison for 2009, he is from Kansas, we did have a group huddle with him on*

Sunday morning here is his contact information – [mitch.jewett@gmail.com](mailto:mitch.jewett@gmail.com) or [mjewett@ghospital.com](mailto:mjewett@ghospital.com) – home # 316- 835-2929

6. TNCC and ENPC provider manuals will be going up \$5/manual on June 1, 2009 – currently the instructor manuals are not included in the increase
7. Group membership advantages for new and renewals—10 or more received a reduced rate of \$10 off on each, so by those of us active in the state would renew together, we would pay for one free member ship/yr; what an easy what to make a \$96!

## 2. Secretary's Report / Approval of Minutes

- Review of minutes from the October 16<sup>th</sup> 2008 meeting.  
Minutes were approved by Becky McManus Hexum, seconded by Roine Klassen.
- There was confusion as to the start time for this meeting as the agenda email noted it was to start at 1600 and the intended time was 1630. Kay apologized for this confusion. It was noted that all teleconference meeting will be held at 1630

## 3. Treasurer's Report – Jody Foster

- See attached 2008 Expense/Income Report. There was a correction to one line item (the amount in the TNCCI column should be moved to the reimbursement column) on the report and the date in the heading. Changes were made
- Discussion that the financial reports were not available to all members prior to the meeting. Kay will request this information from Jody and attach it to the next agenda.
- Jody noted that the main expense was for a \$1200.00 payment to have old records archived. The process was intensive but is nearly completed.

## 4. Committee Reports

- **Trauma Committee – Clara Johnson:**
  - \$1000 TNCC reimbursement was granted to Martin, SD. In following 2008 budget intentions, Hoven, SD and Eurika SD are also eligible for a \$1000 reimbursement. To date, neither facility has made a request for reimbursement funds.
  - Shaye asked if these funds would be available to other sites if these two facilities did not utilize the funds. Clara explained that the three sites were chosen
- **Pediatric Committee – Carol Cressman**  
Carol is not present - No report received

- **Government Affairs Committee – Lois VanDerVliet**

Lois has agreed to chair the Government Affairs Committee. She will be forwarded the list serve information by Cindy and will report to the committee facts of interest. Lois will also submit her contact information to the ENA 411 program so that if state legislative members need clarification or advice on topics, they may contact her. Lois was given the opportunity to go to a Government affairs Committee meeting in Washington, DC but declined because of timing and

other commitments. Hopefully she will be able to attend the SD Nursing Day at the Legislature.

- **Injury Prevention – Dory Gassman**

Dory has been attending the quarterly Injury Prevention conference calls. In the 3<sup>rd</sup> Quarter report it was noted that no activities were documented from South Dakota. Dory encouraged state members to go to the ENA web site and document any courses or programs that each facility performed (docu-drama, farm safety, bike helmet, safe kids, infant seats, choices for living) National funding might be increased if the state can show that we are involved in injury prevention. Funds for 3 helmet reimbursement grants were utilized in 2008.

- **Newsletter – Tammy Dohman**

Tammy will work on a newsletter before the end of the year. Once the web site is set up, the plan would be to have the newsletter and State updates on the site.

Kay will continue to attempt to get email addresses from all members. There are approximately 15 members who do not have or provide email access.

## 5. Old Business

- **Archiving Old Documents – Cindy/Clara**

The present budget has \$1000 set aside for archiving old documents. The person that Clara had arranged to do the archiving has had delays with family issues – but she will start the process soon. As yet we do not have a final cost, but will not exceed the \$1000 budgeted.

- **2008 General and Scientific Assembly – Cindy, Kay and Dory**

Cindy, Kay and Dory visited with the group about the 2008 general assembly. It was noted that some of the proposals brought forward to be adapted were not well thought out. Several of the points contradicted others. The scientific assembly sponsored a wide variety of very informational courses. Speakers at the national level were sponsored by Pharmaceutical companies. It was noted that the state delegations in the General Assembly used clothing and state items to help them represent their state (i.e matching shirts, gifts for the delegation) Cindy, as president, represented us in the President's parade and reported the number of SD state members. National ENA has a recruitment package to assist in gaining members at a state level. It was noted that our state has only a small number of ED management nurses who are active at the state level. Ideas for recruitment were discussed.

- **SD State Trauma System Development – Cindy/Clara**

With the passing of State Bill 200, all hospitals in the state must determine and name what level of trauma system they will have. There are 50 hospitals involved

in the state. 36 of these hospitals will be Critical Access facilities. Cindy and Clara visited with each of these facilities and all of them have the required equipment and each is working on the education requirements. Gary Meyers, former business manager from Vermillion ambulance, was named program manager. South Dakota was one of 5 states who did not have an organized trauma System.

- **Web site Proposal – Cindy/Dory**

Both Cindy and Dory brought estimates from contacts for development of a state web site. See attached contract. In discussion it was decided that after all the old files were archived we would go ahead and decide on a web site.

## 6. New Business

- **Operational Guideline update – Cindy/Clara**

Cindy and Clara have reviewed the State ENA chapter operational guidelines as there is no record of review since they were adopted in 1998-99. These guidelines were written for state officers and can be changed with a motion thus changes do not require a membership vote. The changes to the guidelines were discussed and revised. A motion was made by Jodi Foster to accept the changes and seconded by Becky McManus-Hexum. All were in favor and the motion was carried.

- **2009 Proposed SDENA Budget**

Using the 2008 budget as a guide, a proposed 2008 budget was written and discussed. A line item for web site development was added. After discussion, a motion was made by Clara to add \$3000 for TNCC reimbursement to be used by 6 RNs in the three critical access hospitals in the state (Martin, Eureka and Hoven) that have never been granted TNCC reimbursement funds in the past. The motion was seconded by Jody and passed by majority. See attached proposed 2009 budget.

- **Election of a President elect**

Requests for nominations will be sent out to the membership. Once nominations are received, a ballot will also be sent to membership.

- **Free 2009 ENA Membership drawing**

The names of attendees at all of the 2008 ENA meetings were entered into a drawing. Dory Gassman is the winner of the 2009 ENA Membership. Congratulations Dory.

6. Next meeting – by teleconference on June 2<sup>nd</sup> at 1600 CST

Minutes were submitted by  
Kay Boik, RN CEN  
SDENA Secretary