

South Dakota ENA Meeting Minutes  
June 11<sup>th</sup>, 2007  
4:30 PM

- I. Video Conference Site Call to Order by sites:  
Sioux Falls: Cindy Baldwin, Jill Wiesner, Clara Johnson, Roine Klassen  
Aberdeen: Tammy Dohman  
Watertown: Dory Gassman, Jodi Foster  
Rapid City: Shaye Krcil, Kevin Queen
  
- II. Secretary's Report/ Approval of Minutes
  - A. A motion was made by Jill and seconded by Clara for approval of the February 2007 minutes.
  
- III. Treasurer's Report
  - A. The financial sheets for the last quarter were shared. See attached sheet. Cindy made a motion to accept the treasurer's report. Dory seconded. The motion was carried.
  
- IV. Committee Reports
  - A. Trauma Committee:  
**TNCC 6<sup>th</sup> Edition Rollout**

Clara shared with the members the proposed budget, approximately \$5600, for updating the current TNCC instructors to the 6<sup>th</sup> edition. Clara and Cindy propose a one day rollout session, for a total of 4 throughout the state. 3 will be held in Sioux Falls and one in Rapid City. An instructor to student ratio of 6:1 must be maintained. All instructors need to be updated between October 1<sup>st</sup>, 2007 and April 30<sup>th</sup>, 2008. Clara and Cindy will set dates for late October and early November so that all facilities may begin teaching the 6<sup>th</sup> edition in 2008. See attached proposal for cost of books, instructor supplements, mileage, room and board, as well as honorarium. A motion by Clara was made to accept the proposal. Roine seconded the motion. The motion was carried by the membership present without discussion.

**Administrative Update:** Clara reminded all TNCC and ENPC course coordinators of the Conflict of Interest forms that need to be completed by all faculties and kept for 6 years, as well other necessary paper work. Please see the administrative update on the ENA website for further details. She also stated that only a few instructors are looking at the national information sessions called Course Bytes. Please be sure to access this valuable information when it becomes available.
  - B. Pediatric Committee: No report
  - C. Government Affairs Committee: No report

- D. Injury Prevention: Dory encourages all injury prevention relating to ENA activities be submitted via the ENA homepage. Recent injury prevention activities that occurred in the state are as follows:
- Bike with Care in 9 communities around Watertown with 133 kids participating
  - Gun lock program including gun lock give away in the Watertown region
  - Choices for Living in the Groton region for 179 kids
  - Choices for Living program at O’Gorman High School with 150 kids.
- E. Newsletter: Tammy stated she will send a fall newsletter. She also share with the members that each newsletter costs approximately \$100 for printing and \$70 for mailing. The committee discussed the importance of the newsletters, the connection of membership through the newsletter, and how they enjoy it. Dory suggested updating all members email addresses so that the newsletter, agendas, minutes, etc. be sent electronically thus saving the postage expense. Cindy suggested asking for an update on contact information with the next mailing that will include the minutes from this meeting, as well as nominations for secretary and treasurer. The committee agreed.

## V. **Old Business**

### A. 2007 Conference and CATN II Class

Clara shared that currently we have one participant registered for the fall CATN course in Rapid City that will follow our Fall meeting and distinguish speaker, Donna Mason, the national ENA president. Currently the proposed budgets for the events are as follows:

1. \$5000 expenditure for the CATN II course. A motion was made by Jody and seconded by Cindy that if by August 1<sup>st</sup>, 2007 less than 10 people have registered the class be cancelled. The motion carried.
2. The fall meeting will require \$200 for the rental of the room as well as approximately \$20 per person for dinner. A motion was made by Shaye and seconded by Kevin that all members pay for their own meal. The motion carried.
3. Donna Mason is planning to speak at our fall conference. SD ENA is responsible for airfare and lodging. Currently SD ENA is unaware if she has made flight arrangements at this time. A motion was made by Dory and seconded by Jody to limit the airfare expenditure to \$600. Discussion was had and the motion was voted on. 2 nays for the motion were verbalized. 5 yeas carried the motion. Tammy will contact Donna to make flight arrangements soon.

### B. General Assembly

SD ENA has made a commitment to send at least one member to General Assembly as well as Leadership. This year due to the budget constraints of the upcoming expenses, Jody made a motion to send only the president to General Assembly and not support another delegate. Cindy seconded the motion. The motion carried.

C. Archiving old Documents:

Due to status of the 2007 proposed budget and the upcoming expenses of the fall conference, TNCC rollout, and upcoming General Assembly expenses, a motion was made by Shaye and seconded by Cindy to hold on the contract with Linda Bullis to archive the SD ENA documents. The motion passed and will be discussed again at the fall conference.

**VI. New Business**

- A. 2007 Elections: Both secretary and treasurer positions will be up for election in this summer. Cindy will send nomination forms with the June meeting minutes.

With no further business to discuss, a motion to adjourn the meeting was made by Clara and seconded by Dory. The meeting was adjourned at 1800. The next meeting will be held at the fall conference on September 11<sup>th</sup>, 2007.