

South Dakota ENA Meeting Minutes
October 11, 2001
4:00 PM

On October 11, 2001, at 1600 fall meeting of South Dakota ENA was called to order by President Cheryl Hairgrove. The meeting was held at the Cedar Shores Resort in Chamberlain in conjunction with the Fall Educational Conference.

Members Present:

Cheryl Hairgrove, Tammy Dohman, Jill Weisner, Clara Johnson, Mindy Laflin, Francie Miller, Tom Berg, Jody Foster, Carol Fonken, Kathy Haack, Pat Sortland, Nancy Devries, Dory Gassman, Rhonda Duncan, Lila Schaefer, Mona Brower, Mary Jo Zanoni, Radelle Deis, Shari Platek, Patti Thomas, Marsha Block, and Mike Larson.

Guests Present:

Becky MacManus-Hexum

I. Secretary's Report:

Minutes from the May 1, 2001, and June 4, 2001, meetings were reviewed. Motion and seconded to accept minutes as published Motion carried.

Treasurer's Report:

The Treasurer's report was reviewed by Jill Weisner. She reported that we are now current on our returns from National for TNCC, ENPC, and membership funds.

Available funds	\$10,456.92
ENCARE designated funds	<u>\$ 211.47</u>
	\$10,678.39

Please see attached Income/Expense Report

Committee Reports:

A. Trauma Committee:

Clara Johnson reported that the CATN Course which was postponed in the spring has been rescheduled for October 30-31, 2001, in Sioux Falls. Currently there are 6 individuals registered.

The TNCC Reimbursement Program was reviewed. There were 41 letters sent to area hospitals offering the course to their

RN's. Nine hospitals responded with a total of 32 RN's trained due to this reimbursement program. There was a total of \$4250.00 available, with expenditures of \$4095.00, leaving available funds of \$155.00. See attached report.

B. Legislative Committee:

Lila Schaefer and Carol Foken reported on the health care issues that are currently being debated in the Congress. One issue relates to the Patient Protection Act which passed in June. In July, new standards were addressed by JACHO related to patient safety issues, including informing patient about medical errors.

The ANA is supporting a bill to lower the legal ETOH level to 0.08 nationally. All states will face lose of highway funds if they do not adopt this as their standard. This issue has been addressed in the South Dakota Legislature but has not been adopted at this time.

The nursing shortage issue is being addressed on a national level. ANA is encouraging bills to bolster nursing education dollars in an effort to encourage entrance into the nursing profession.

C. Pediatric Committee:

Mindy Laflin reported that the ENPC Instructor Course was cancelled for 2001. This has been rescheduled for April 15, 2002, in Sioux Falls. She has not received any information from National since May 2000. They have been contacted with no response at this time.

D. Injury Prevention Committee:

Tom Berg reported on the activities of the Injury Prevention Committee. These included the following:

1. Alcohol Awareness - hosted 13 events.
2. Child Safety Seats - 124 seats were checked with replacement of 40 of the seats.
3. Bicycle Helmets - distribution of 67 helmets.
4. Gun Safety - unknown number of gun locks were distributed.

A survey was conducted by the National ENA regarding Injury Prevention. There is a move to make the program self-sufficient. This is supported by most ENCARE instructors at state ENA associations.

Tom also reported on the ENCARE contract with the Department of Commerce and Regulation, South Dakota Office of Highway Safety. The contract expires on September 30, 2001. There was a special meeting of the SD ENA Executive Board on September 17, 2001, to address Tom's request for funds from the general fund to cover the cost of ENCARE supplies. The contract called for reimbursement of monies spent for materials, mileage, and miscellaneous expenses for traffic safety injury prevention education programs. Tom has ordered six (6) sets of slides to be distributed to various members who are ENCARE instructors. The Board approved appropriation of \$910.00 to order the supplies. There was concern voiced by the Board that the membership was not aware of this program and that it be discussed at this meeting. Tom explained the program to those in attendance. The contract calls for the money to be spent first, with reimbursement based on receipt of an invoice. Concern was expressed on who approves or reviews the contracts which we sign as an organization. The contract in question is written as an agreement between the SDOHS and SDENA/ENCARE. Tom asked permission to pursue the contract again for 2002. Those in attendance felt there was a need to include an instructor course in the future. Motion made/seconded/carried to pursue a traffic safety awareness contract with SDOHS in the amount of \$2500.00 with review of the contract by National ENA.

IV. Old Business:

A. New Officers:

Jill Weisner announced the new officers for the term of January 2002 to December 2004:

Secretary: Cindy Baldwin
Treasurer: Francie Miller

V. New Business:

A. 2002 Budget:

Jill Weisner presented the proposed 2002 budget to those in attendance.

The Trauma Committee will apply for a National ENA TNCC grant in the amount of \$1000.00. They are requesting that SD ENA match the fund 4:1 in the amount of \$4000. This will provide the opportunity for nurses from small rural facilities to attend a TNCC provider course. Plans are underway for the 3rd Annual SD ENA Conference in 2002, with projected expenses of \$3835.00 and revenue of \$4444.00.

The Pediatric Committee is planning an ENPC-I Course to be held April 15, 2002, with expenses of \$560.00 and revenues of \$210.00 to \$300.00. In addition, the projected revenue from ENPC-P courses is \$1530.00.

The Legislative Committee is requesting funds for members to attend the SDNA Nurses' Day at the Legislature.

Administrative expenses include delegate expenses to the National meeting and Leadership Council. The Board is encouraging the use of e-mail for the distribution of minutes and other announcements if possible. A list will be available at the Educational Conference on October 12, 2001, to either update or include the e-mail addresses of members for use by the Board.

Newsletter expenses include postage, paper, and printing costs in the amount of \$305.00.

The ENCARE account will be maintained as a separate account

Motion/seconded/carried to approve the budget as distributed. Please see attached copy.

B. Tax Status Change:

National ENA recently changed their Federal Tax Exemption Status from 501©6 to 501©3, which changes the focus from the business aspect of the organization to education, members and public activities. This is more appropriate with our focus as an organization. It will also protect us as individuals from personal debt and legal claims.

Motion/second/carried to file for the tax status change

C. Incorporated Status:

In order to change the tax status, our organization needs to become incorporated. This involves sending an Application for Incorporation along with a \$20.00 filing fee to the Secretary of State's office.

Motion/second/carried to apply for incorporation

D. Bylaws Revisions:

The SD ENA Bylaws need to be revised to reflect the purpose of the organization in order to become incorporated and change the tax status. Jill Weisner reviewed the proposed changes

with those in attendance. A ballot was presented to vote on the proposed changes. Jill will proceed to mail the ballot to those members not present so we can proceed with the change to incorporate and change our tax status.

E. Committee Chair Application:

An application form has been developed to apply for 2002 Committee Chair positions. This must be returned to Jodi Foster, ENA President Elect, as she will be appointing the Chairpersons and committee members for 2002. Members are encouraged to fill out the application to serve as committee members as well. This will assist the President as she begins the task of appointing the committees for the coming year.

There was a proposal to assign co-chairs for the committees. This will be taken under advisement by the President during the appointment process.

F. Meeting Dates for 2002:

Our spring meeting will be held on February 4, 2002, at 1600. The summer meeting will be held on June 3, 2002, at 1600. Both of these meetings will be held via telemedicine. Our fall meeting will be held on October 10, 2002, in Chamberlain in conjunction with our SD ENA Educational Conference.

There being no further business, President Cheryl Hairgrove adjourned the meeting at 1800.

Respectfully submitted

Kathy Haack, RN, CEN
Secretary