

South Dakota ENA Meeting Minutes  
Cedar Shores Resort, Chamberlain, SD  
October 10, 2002  
4:00 PM

I. Call to Order:

Members Present: Clara Johnson, Francie Miller, Cindy Baldwin, Jill Wiesner, Tammy Dohman, Jody Foster, Pat Sortland, Nancy DeVries, Dory Gassman, Rhonda Duncan, Patty Knoll, Tracy Baum, Kay Boik, Bonnie Murtha, Sandy Fox, Cindy Perring

II. Secretary's Report/ Approval of Minutes

Cindy mailed the previous meeting minutes to all members in June, as well as the meeting agenda in September. Copies of the minutes and agenda are present at the meeting. She will mail the minutes as soon as they are completed to all members, and also mail the agenda prior to the next meeting.

A correction to the minutes as follows: On the second page change Dory Foster to Dory Gassman.

Cindy made a motion to approve the minutes from the June 3<sup>rd</sup> meeting and Jill seconded the motion. The members approved the minutes as written.

III. Treasurer's Report

The financial sheets for the last quarter were distributed along with the minutes as stated above. (See attached) Francie reported that the 2nd quarter earnings from National ENA were deposited; however they are no longer broken up by TNCC or ENPC classes. Discussion was held regarding checking the rosters that the state coordinators receive against the amount coming back to SD. Clara and Mindy will forward the reports to Francie. Discussion was held regarding melding the ENCARE account with the general account. It was decided to leave the two accounts as they are. Motion to approve per Bonnie and seconded by Dory. Motion passed

IV. Committee Reports

A. Trauma Committee: Clara updated the members on the TNCC grant dollars. She submitted a report for expenses. TNCCi class was held July 19<sup>th</sup>, 2002 in Sioux Falls. 6 people attended. The class will be planned yearly in July. CATN was held in May, west river, and Clara plans to incorporate a CATN class on both side of the state yearly. She would like to keep the class cost the same for both side of the state. She would like help encouraging the critical care areas to participate. Clara attended a videoconference for CATN II. It is an updated class covering the same information as CATN. New slides and teaching material are available. A motion was made, and seconded, to purchase the new material and slides. Clara updated the members that course

coordinators for TNCC will now have the cards for passing the class, instead of them being sent to the participants after they complete and pass the class. This should expedite the TNCC reimbursement that SD ENA has established.

- B. Pediatric Committee: No Report.
  - C. Government Affairs Committee: No Report
  - D. Injury Prevention: Dory Gassman is the new Injury Prevention Coordinator. She made a proposal to use some of the ENCARE dollars that are available to purchase safety programs that are available on the ENA website. A motions was made and seconded to have Dory purchase some of the programs, try them in different communities and report back what worked. This week, Watertown, has been promoting ENA and the work that is done in their community for Emergency Nurses week. Discussion centered on the new ENCARE slides that were purchased last year by Tom Berg. None of the committee members are aware of their location. The committee members are also if past member Monica Huber is still available to teach the ENCARE provider class. If not, the committee decided that an interested member should attend the national training. Cindy Baldwin will contact Tom Berg and Monica Huber to follow up on the above items.
  - E. Newsletter: Tammy requested all information be sent to her before November 1<sup>st</sup> to be included in the newsletter.
- V. Old Business
- A. Articles of Incorporation: Jill updated the members that we are currently waiting for National ENA to change their status.
  - B. General Assembly: Tammy Dohman updated the members of her time spent at the General Assembly in New Orleans in September. She encouraged everyone should attend if they have never been, it was an awesome time and a great learning experience.
- VI. New Business
- A. President Elect: Jody Foster introduced Tammy Dohman as the new President Elect for the calendar year 2003. Pat Sortland also agreed to be the member at large if the need arises and to be the west river contact for the state.
  - B. Conference 2003. Clara Johnson made a proposal for the 2003 Fall Conference. See attached proposal. Francie made a motion and was seconded by Sandy to adopt the 3<sup>rd</sup> option on the proposal for the fall 2003 conference with payment being due by May 30<sup>th</sup>, 2003. Clara will mail brochures to all members in the spring and it will be on a first come first serve basis.
  - C. Future Meetings: See agenda.
  - D. 2003 Budget: Each committee chair submitted a proposed 2003 budget, as well as the general operating budget for 2003. See treasures notes.

A motion to adjourn the meeting was made by Jody and seconded by Francie. The meeting was adjourned at 6:00 PM. The next meeting will be held February 3, 2003 via teleconference.