

South Dakota ENA Meeting Minutes
October 11, 2003
4:00 PM
Chanhassen, MN

Members Present: Cindy Baldwin, Jody Foster, Dory Gassman, Jill Wiesner, Clara Johnson, Kay Boik, Robin Huether, Francie Miller, Paula Vogelsang, Tammy Dohman, Carol Fonken, Rose Lukkes, Sandy Fox, and Patty Knoll

I. Secretary's Report/ Approval of Minutes

Cindy mailed the previous meeting minutes to all members in July, along with the Secretary and President call for election ballot. Cindy mailed election ballots to all members after the nominees were named. She has submitted the results of the election to President Jody Foster. A motion to accept the reports was made by Tammy and seconded by Sandy. The members approved the report.

II. Treasurer's Report

The financial sheets for the last quarter were distributed. See attached sheet. Francie stated that the 3rd quarter assessments had not been added since she has not received them to date. A motion to accept the report was made by Clara and seconded by Cindy. The members approved the report.

III. Committee Reports

- A. Trauma Committee: Clara updated the members that there is still money available for TNCC reimbursement program through SD ENA for hospitals with 50 beds or less.
TNCCi class was held July 25, 2003 in Sioux Falls with 12 participants.
- B. Pediatric Committee: Mindy Laflin was not present, however, Francie reported for Mindy. ENPCi will need to be updated this year, so that will be a cost to our state committee. Mindy hopes that the procedure will be a conference call with updated books. See proposed 2004 budget.
- C. Government Affairs Committee: Carol Fonken updated the committee regarding new EMTALA rules and ENA's stand regarding moneys being spent on WMD planning and leaving other programs without funding. See attached newsletter.
- D. Injury Prevention: Dory Gassman updated the committee regarding the successful bike safety program that was started in Watertown. She also stated that Karla Strege worked with Watertowns' local Game, Fish, and Parks to help distribute the free gun locks that ENA had available. Cindy Baldwin stated that she also applied for the free gunlocks and helped the Sioux Falls School District distribute them to unwed mothers. Dory reminded everyone that all ENCARE presentations need to have the evaluation form completed so that our chapter can apply for national grant dollars. She would also like to distribute an injury prevention email instead of a newsletter.

- E. Newsletter: Tammy requested all information be sent to her ASAP. She will also be sharing all of the pictures that she has taken on this trip in upcoming newsletter.
- IV. Old Business
- A. General Assembly: Tammy Dohman updated the committee regarding the topics at the General Assembly this year in Philadelphia. Some of the topics that were discussed were international members; National wants to go from a three tiered state to a two tiered state due to financial concerns, also then the states would govern the chapters below. The Nominations Committee would like to do background checks on all candidates. National ENA also proposed a written disciplinary policy stating actions that would be taken if a member was unethical. Archiving Nursing History was also discussed and is available through the Virginia State Council for a fee. Discussion also whether to allow nursing students and LPN's as members, voting or non-voting. Degrees. They are looking for ways to reduce cost of courses to make it more readily available.
- VI. New Business
- A. Announcement of New Officers for 2004: Jody Foster announced that Tammy Dohman would take over the presidency starting with the February 2004 meeting. Cindy Baldwin will remain as secretary for the next two years and Jill Wiesner will become treasurer for the 2004-2006 term. Congratulations to all.
 - B. 2004 Proposed Budget: Line item budget items and committee budgets were discussed and reviewed. Revisions to the Pediatric Committee budget need to be completed, and 3rd quarter statements need to be added before a 2004 budget can be finalized. Injury Prevention submitted a proposed budget to use the ENCARE dollars we currently have plus additional dollars for new modules for the state. See attached. The members approved the budget.
 - C. Fall 2004 Conference: Discussion was held regarding the fall 2004 conference and others in the upcoming years. Since this chapter has a hard time holding CATN classes a proposal was made to connect the fall conference with a CATN course. For 2005, the chapter would like to host a CEN review and ask local hospitals to help support our effort. A motion was made by Kay and seconded by Patty to pursue those options for the next two years. After that, a bus trip to Minneapolis might be in order again.
 - D. Call for Committee Chairs: Jody stated that the above Committee chairs would remain unless someone wants off, or someone has a notion to chair the committees.
 - E. Future Meeting Dates: Jody shared with members that the 2004 meeting dates are as follows: February 2, 2004 at Avera McKennan, and June 7th, 2004 at Sioux Valley Hospital. All other cities will connect via video conferencing. Proposed dates for the Fall CATN Conference will be October 7th and 8th.
 - F. Five Level Triage System: Jody shared with the members the Five Level Triage System Handbook that ENA has available. It considers severity indices and an algorithm is included. Jody has purchased the book if anyone is interested in looking at it or incorporating the system into his or her practice.

G. ENA State Chapter Liability Insurance option: Jody shared with the members the question of insuring the ENA SD Chapter to protect the officers. Per National, there is difficulty in finding companies interested in insuring state organizations. See attached. The members agreed that the incorporation should protect all officers and that it was not needed.

A motion to adjourn the meeting was made by Kay and seconded by Clara. The meeting was adjourned at 10:30 AM. The next meeting will be held February 2nd, 2004.