

South Dakota ENA Meeting Minutes
October 3, 2006
4:00 PM

- I. Video Conference Site Call to Order by sites:
Sioux Falls: Cindy Baldwin, Jill Wiesner, Kay Boik, Clara Johnson, Carol Cressman
Aberdeen: Tammy Dohman
Watertown: Dory Gassman, Micki Baschnagel
Rapid City: Shaye Krcil, Pat Sortland, Kevin Queen

- II. Secretary's Report/ Approval of Minutes
 - A. Cindy mailed the minutes to all members. The minutes of the previous meeting were sent with the call for election in June. Cindy summarized the June minutes for the attendees. Clara made a motion to accept the minutes as written, Kay seconded. The motion was carried.
 - B. Cindy reported on the outcome of the President-Elect election that was held this summer. SD ENA had two nominees, Cindy Baldwin and Dory Gassman. 17 ballots were returned. Cindy Baldwin was voted as President-Elect to SD ENA.

- III. Treasurer's Report
 - A. The financial sheets for the last quarter were shared. See attached sheet. Clara made a motion to accept the treasurer's report. Jill seconded. The motion was carried.
 - B. Jill reported that SD ENA underwent a financial audit by Tina Horner on July 25th, 2006 as recommended by the members. The cost \$150. Tina made the following recommendations:
 - Make sure all accounts have accurate signature cards with changes of treasurer and president.
 - After 10 years, old check stubs can be discarded appropriately.
 - Complete a monthly reconciliation
 - Consider investing excess cash into CD's or savings accounts that will yield a higher interest.Cindy made a motion to accept the recommendations with further investigation into options for any excess cash after the budget process, Dory seconded. The motion was carried.

- IV. Committee Reports
 - A. Trauma Committee: Clara stated the TNCC instructor class was held July 12th, 2006 in Sioux Falls. 5 RN's took the class. Clara also informed the committee that of the \$5,000 budgeted for TNCC reimbursement, to date \$5, 000 has been distributed. There are additional requests for \$2300. The members present stated that it appears that some critical access hospitals hold their classes early in the year, thus taking advantage of the reimbursement. Those

facilities with classes later in the year do not have access to reimbursement funds. Cindy stated that the state of SD does do additional funding sources for critical access hospitals. Clara made a motion and Cindy seconded to make a new proposal for reimbursement for TNCC classes due to past history of number of RN's, wait until all classes have been submitted and other options. Clara will bring forth a proposal and send to the committee members for approval. The trauma committee also reimbursed \$1040 year to date for CEN reimbursement. Monies are still available.

- B. Pediatric Committee: Carol Cressman will set a date for ENPC instructor class for next budget year. Approximately 6 RN's are interested. Clara will send the application process and brochures to Carol and Kay so that they may move forward with the class.
- C. Government Affairs Committee: Micki B. has expressed interest and will contact Tammy for further information.
- D. Injury Prevention: Dory continues to encourage all activities to be sent to her.
- E. Newsletter: Tammy stated she will send a fall and spring newsletter. Please submit information to Tammy by the end of October.

V. Old Business

- A. 2006 Conference Plans: Tammy and Cindy Purring met to discuss ENA becoming involved in the AACN conference held bi-annually in Sioux Falls. AACN stated that they would not be willing to share the profits with ENA as this is the only money making venture that they have. The members present discussed the benefits of a financial contribution: decreased fee to the workshop and ability to advertise SD ENA. The members felt that keeping one of our meetings as a get together is beneficial and therefore will decline the offer at this time.

VI. New Business

- A. National Meeting and General Assembly: This year the general assembly was held the week of September 13th. Dory Gassman attended and represented SD. She will submit a summary of her experience to the members.
- B. 2007 Budget: The 2007 budget was discussed briefly. Send changes to Jill and she will send out an official copy for all. One adjustment to be included will be to increase the TNCC reimbursement dollars to \$7000 to include ENPC reimbursement also. An ENA conference and CATN class together will be considered for the summer.
- C. State Council Orientation: Tammy mentioned that State Council orientation will again be held in Chicago in December. She will send out the details for any council member that is interested in attending.
- D. 2007 meeting dates: The 2007 meeting dates are as follows: February 5, June 4th, and October 1st.

With no further business to discuss, a motion to adjourn the meeting was made by Cindy and seconded by Kay. The meeting was adjourned at 1720.