

Meeting Minutes

Tuesday, January 7, 2019

Members present: Lisa Lietzke, Bev VonGoerres, Amie Porcelli, Michelle Garro, Pam Collins, Kara Streets, Amanda Fisher, Susan Ebaugh

Members absent: N/A

Guests: none

1. Call to Order at 1903 by Lisa Lietzke

a. Quorum present

b. Welcome/Introductions by Lisa Lietzke

Discussion/Summary: Welcome incoming board and committee members: Lisa welcomed Amie Porcelli to the President-Elect position, Amanda Fisher as Treasurer, Susan Ebaugh as Secretary and Michelle Garro as the Membership Committee Chair. Thank you remarks to all those continuing in their committee positions from 2018.

2. President's Report-Lisa Lietzke

Discussion/Summary: Review Minutes from 2018 National Conference-deferred
Important Dates-Leadership in Chicago: Lisa, Amie and Michelle will be attending. Amanda and Susan are unable to attend.

Motion: N/A

Action: N/A

3. Treasurer's Report-Bev VonGoerres

Discussion/Summary: 2018 monthly reports for September, October, November and December were emailed to officers prior to meeting for review.

Motion: Motion to accept current Treasurer's monthly reports as written.

Action: Motion carried; motion passed unanimously.

Discussion/Summary: Bev reviewed and led discussion of the 2019 Proposed Budget which must be sent to national by Jan. 31st. Line items discussed and revised to ensure balanced budget.

Motion: Motion to accept 2019 Proposed Budget as written.

Action: Motion carried; motion passed unanimously.

4. Committee Reports

Government Affairs- Amanda Fisher & Amie Porcelli

Discussion/Summary: Amie shared she is currently a member of the national ENA Advocacy Affairs Council and there is a conference call on 1/17/19 @ 1500 that she is unable to attend. She will check with Amanda Fisher to see if she can make the call, if not Pam offered to sit in on call.

Motion: N/A

Action: N/A

Education Committee

Discussion/Summary: Group discussion of future educational options in addition to annual conference. Would like at least two to three more for the year. Amie would like to see two at Christiana and will inquire about room availability for later March.

Motion: N/A

Action: N/A

TNCC

Discussion/Summary: Susan Ebaugh stated 8th Edition revision still in progress. No release or roll out date has been announced. Will update when more information available.

The following 2019 dates are scheduled for TNCC in Delaware. Additional future courses can be found on the ENA website.

Bayhealth: Feb 21 & 22, Apr 4 & 5, Oct 29 & 30

Christiana: Jan 24 & 25, Feb 19 & 20, Mar 20 & 21

Nanticoke: Mar 4 & 5 (Full)

Nemours/A.I. DuPont Hospital for Children: Jan. 17 & 18, Mar 13 & 14, July 17 & 18, Oct 24 & 25

Motion: N/A

Action: N/A

ENPC-Susan Ebaugh

Discussion/Summary: Susan stated that the 5th Edition roll out is in progress. Instructors must have their update completed by Jan. 31, 2019. The previous 4th Edition will no longer be taught after this date as well.

The following 2019 dates are scheduled for ENPC in Delaware. Additional future courses can be found on the ENA website.

Bayhealth: March 21 & 22, May 28 & 29, Sept 24 & 25

Christiana: Feb 4 & 5 (Full), May 15 & 16

Nemours/A.I DuPont Hospital for Children: February 14 & 15, May 30 & 31, Aug 21 & 22, Nov 18 & 19

Motion: N/A

Action: N/A

Membership/Social Media-Michelle Garro

Discussion/Summary: No report at this time. Group discussion on need for increase in recruitment efforts to get more nurses active in association through increase in networking sessions at meetings/educational offerings.

Motion: N/A

Action: N/A

IQSIP (Institute for Quality, Safety and Injury Prevention)-Pam Collins

Discussion/Summary: No report.

Motion: N/A

Action: N/A

5. Unfinished Business

Discussion/Summary: Lisa Lietzke-Review of Survey from early 2018 and did we meet 2018 goals: Lisa shared results from last year's DENA Membership Survey. Members were most interested in educational offerings and obtaining CEUs. Additionally, the frequency of meetings and their format was discussed with suggestion for having quarterly combined social & educational meetings with less emphasis on a lengthy business agenda (i.e.: March, June, Sept, Nov. conference were suggested). Amanda suggested live streaming of meetings to encourage member participation if possible. More research needed on streaming capabilities.

Motion: N/A

Action: N/A

Discussion: Suggestion to have brief reports sent to DENA Secretary one week prior to every meeting (monthly) by committee chairs. These will be compiled and sent in one document with agenda and meeting reminder to members (and be available at quarterly meetings) for their review with questions and/or discussion as needed. Suggestions to continue Educational & Conference committees to have monthly telephone/electronic meetings. Amie will look into available rooms at Christiana for March.

Motion: N/A

Action: N/A

6. New Business

Discussion/Summary: Lisa Lietzke provided additional information on the following topics:

1. Monthly meeting minutes focus on Actions-Meeting minutes will reflect more actionable items with accountability for completion. In order to make meetings more time efficient, it is important that committee members follow through on items and quickly report information sticking to agenda time limits when provided.
2. Leadership Conference Jan 24-26th elected DENA board members, Government Affairs and Membership Chairs invited
3. Delegates for 2019: Deferred
4. Contact preferences and spam: Lisa suggests that we try to use DENA gmail accounts to keep from getting personal email addresses hacked. Several committee members have received spam emails from other committee members. If spam received, DO NOT open!
5. Reimbursement: Deferred

Motion: N/A

Action: N/A

7. Meeting Adjourned at 2025

Motion: Motion to adjourn

Action: Motion carried; motion passed unanimously.

Respectfully submitted,

Susan Ebaugh MSN, APRN, ACNS-BC, CEN
DENA Secretary