

Meeting Minutes

Tuesday, March 5, 2019

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

Members absent: Amie Porcelli, excused

Guests: none

1. Call to Order at 1908 by Lisa Lietzke
 - a. Quorum present
 - b. Welcome/Introductions by Lisa Lietzke
 - c. Review of February 2019 minutes

Discussion/Summary: Not all members present had viewed Feb. minutes

Motion: Motion to table acceptance of minutes until April meeting for committee members to review

Action: Motion carried; motion passed unanimously.

2. **President's Report**-Lisa Lietzke

Discussion/Summary: Lisa reviewed events and dates as follows

3/21 State Trauma & Pediatric Chair webinar 3pm EST

3/31 ENA Foundation/Sigma Theta Tau International Research Grant application deadline

4/1 ENA Foundation Conference Scholarship application available

4/5 Call for Nominations closes for the National Election (ENA Board of Directors and Nominations)

4/9 State Government Affairs Chairpersons conference call 3pm EST

4/12 Housing deadline for Day on the Hill

4/17 Emergency Nursing 2019 registration is open (date subject to change)

4/25-26 ENA Regional Spring Symposium (Seattle, WA)

4/28 ENA Foundation academic scholarship application deadline at 12:00 CDT

We will need to begin planning for delegates for General Assembly in Austin, TX, Sept 2019

Motion: N/A

Action: N/A

3. **Treasurer's Report**-Amanda Fisher

Discussion/Summary: February treasurer's report given reviewing expenses and income

Motion: Motion to accept February 2019 Treasurer's report as written.

Action: Motion carried; motion passed unanimously.

4. **Committee Reports**

Government Affairs- Amanda Fisher & Amie Porcelli

Discussion/Summary: Amanda reviewed her phone call with Rob Kramer from ENA Gov. Affairs.

They discussed that our DENA council needs to determine concerns/issues to focus our efforts on moving forward. Several topics were discussed and it was felt we should concentrate on just issue at this time, which was decided upon Human Trafficking. Amanda will reach out to contacts to begin networking opportunities and gain knowledge how DENA can participate in this issue.

Day on the Hill, May 21-22. Amie and Amanda will be attending the ENA event in Washington DC. Amie has joined the ENA Advocacy Council and will go as a member of that committee and Amanda will attend as the DENA representative.

Education-Susan Ebaugh

Discussion/Summary: Save the date: Friday, Nov. 8, 2019. 17th Annual Symposium planning is ongoing in separate meetings. Separate minutes available. Contact Susan Ebaugh if interested in helping or join our planning meetings at 1800 prior to DENA business meetings. We continue to work on planning topics and speakers as the priority.

Discussion/Summary: Our first 2019 DENA Meet & Greet event scheduled for Thursday, March 20th from 1800-2100 to be held at Christiana Hospital, Ammons Center, Conference Room 14. Amie will coordinate ice breaker, survey and activities. A power point will be developed for attendees with a ENA/DENA membership focus. Michelle volunteered to pick up the food. Further discussion on our next event on May 7th planned for Kent County and July 11th at Bayhealth Sussex Campus. Both of these are planned to include an educational offering. Amanda and Susan will work on planning places and speakers. Our final Christmas event will be on Dec. 10th hopefully at Middletown ED facility. Kara said renovations should be done and available. Lisa may look into additional meeting @ Firebird's in Newark.

Motion: N/A

Action: N/A

TNCC

Discussion/Summary: Susan Ebaugh stated 8th Edition revision still in progress. Course details were reviewed. Provider course will have similar format as new ENPC course. Registration electronic, online modules, 1 ½ days classroom, TNP testing, open book test completion within 7 days after class. There are TNCC update calls from ENA every 2 weeks for instructors, Susan will call in for DENA and provide updates.

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

Bayhealth: Apr 4 & 5, Oct 29 & 30

Christiana: Mar 20 & 21

Nanticoke: March 4 & 5 (full), Future classes TBA

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

Motion: N/A

Action: N/A

ENPC-Susan Ebaugh

Discussion/Summary: First 5th Ed. Provider course at Nemours in Feb. There is an NEW Errata (2/28/19) that has been published located on the Course Director area on ENA website. This document should be sent to students to provide corrections in the provider manual until next printing available. Feedback from Nemours class was sent to ENA. Bayhealth's 1st class will be 3/21-22. There is an upcoming ENA call for Trauma & Pediatric State Chairs 3/21/19.

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: May 15 & 16

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

Motion: N/A

Action: N/A

Membership/Social Media-Michelle Garro

Discussion/Summary: Current membership=232 with no members. Michelle has emailed several nursing schools to inquire about speaking with students about ENA and has received positive feedback. Welcome letters for new members and outreach to nursing schools were discussed at Leadership that will be followed up by Michelle. Discussed having a needs assessment form for Meet & Greet 3/20 for attendees to complete, Amie will complete.

Motion: N/A

Action: N/A

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

Discussion/Summary: Outreach event dates are being determined, but if anyone is aware of any please contact Pam. Anyone interested in helping with any of these or IQSIP in general, please contact Pam.

Motion: N/A

Action: N/A

5. Unfinished Business

Discussion/Summary: Lisa Lietzke-In January, the frequency of DENA membership meetings and their format were 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). Amie to send out Doodle survey to identify which months are of higher interest for the quarterly networking/social/educational events.

Motion: N/A

Action: N/A

6. New Business

Discussion/Summary: Lisa discussed that our bylaws and policies/procedures should be reviewed to ensure compliance with ENA. Susan will review national bylaws and policies to compare. Plan is to discuss at our next meeting in April and plan to present changes to DENA membership prior to May meeting. Plan to vote on revisions at May meeting.

Motion: N/A

Action: N/A

Discussion/Summary: Susan stated that a condolence card was sent to the family of the CCHS RN that recently passed away, but was returned as undeliverable. No new address is currently available.

Discussion/Summary: April meeting to be moved to **second Tuesday, April 9, 2019 at the usual times (Education 1800 & Business meeting at 1900).**



**DENA State Council Meeting
Tuesday, March 5, 2019
Leadership Conference Call
6:00pm Conference Planning &
7:00pm Business Meeting**

Motion: N/A

Action: N/A

7. Meeting Adjourned at 2028

Motion: Motion to adjourn

Action: Motion carried; motion passed unanimously.

Respectfully submitted,

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