

Meeting Minutes

Tuesday, February 4, 2020

Members present: Amie Porcelli, Michelle Garro, Lisa Lietzke, Susan Ebaugh, Emily Spear
Phone-in: Deena Brecher, James Thomas
Guests: None

1. **Call to Order** at 1900 by Amie Porcelli

- a. Quorum present
- b. Welcome/Introductions by Amie Porcelli
- c. Adoption of Meeting Agenda

Motion: Motion to accept Meeting Agenda

Action: Motion carried, motion passed

- d. Approval of Oct 2019 Meeting Minutes

Motion: Motion to accept Oct 2019 Meeting Minutes

Action: Yea-6; No-0; Abstain-1, Motion carried, motion passed

- e. Approval of Jan 2020 Meeting Minutes

Motion: Motion to accept Jan 2020 minutes

Action: Motion carried, motion passed

2. **President's Report**-Amie Porcelli

Discussion/Summary:

- SCLO Review-Amie & Michelle attended in San Diego. Break-out sessions for small states helpful. Networking opportunities with similar state councils to discuss issues/answers (Maine could be good resource).
- State Council Achievement Award-Would like to plan implementation of requirements of this award into this year's planning.
- Strategic planning-Need to provide multiple micro-volunteer opportunities for new members to participate in DENA activities thus encouraging EDRNs a more active membership in their organization. Development of newsletter to share with our members to assist in posting needs for DENA.

Motion: N/A

Action: N/A

3. **Treasurer's Report**-Lisa Lietzke

Discussion/Summary: January Treasurers report reviewed

Motion: Motion to accept January's Treasurer report as written

Action: Vote: Motion carried; motion passed unanimously.

Discussion/Summary: Honorarium check for one of November's conference speakers not cashed, email received from speaker will be donated back to DENA. Susan to follow up with thank you letter.

4. **Committee Reports**

Government Affairs- Amanda Fisher & Emily Spear

Discussion/Summary:

- Emily met with Lisa Blunt-Rochester's staffer last week to refresh networking with her office and discuss healthcare issues, upcoming legislation.
- H.B. 144 bill has passed the DE House in original form. This bill makes assault of healthcare workers a Class 2 felony and includes the verbiage "intentional assault of ambulance operators,

rescue squad members and nurses injured while performing work-related duties”. The previous amendment removing healthcare workers was withdrawn after strong opposition.

- Extended an invitation to Representative Blunt-Rochester and her staff to attend the upcoming movie premiere of “In Case of Emergency” sponsored by DENA on May 12, 2020.

Motion: N/A

Action: N/A

Education-Susan Ebaugh

Discussion/Summary: **Save the date: Thursday, November 5, 2020.** 18th Annual Symposium.

Spoke with Dover Downs to reduce costs. We need to commit and pay deposit to hold date. Planning meetings will take place in separate meetings prior to the DENA business meetings. (Mar 4, 5pm)

Motion: Motion to save the date and pay deposit to Dover Downs for November 5, 2020 DENA Conference

Action: Motion carried, motion passed

TNCC-

Discussion/Summary: National TNCC/ ENPC Call on 3/19/20. Susan will call in for DENA.

2020 TNCC dates scheduled in Delaware. Additional future courses can be found on ENA website.

Bayhealth: 2/13 & 14, 4/15 & 16, 9/10 & 11, 11/17 & 18

Beebe: 3/24 & 25, 5/11 & 13, 6/15 & 16, 6/22 & 23, 7/7 & 8, 8/4 & 5

Christiana: 1/30 & 31, 2/20 & 21, 3/4 & 5, 4/29 & 30, 5/18 & 19

Christiana Wilmington:

Nanticoke: 3/2 & 3

Nemours/A.I. DuPont Hospital for Children: 1/16 & 17, 3/19 & 20, 7/15 & 16, 10/8 & 9

Motion: N/A

Action: N/A

ENPC-Susan Ebaugh

Discussion/Summary: National TNCC/ ENPC Call on 3/19/20. Susan will call in for DENA.

2019 ENPC dates scheduled in Delaware. Additional future courses can be found on ENA website.

Bayhealth: 1/9 & 10, 3/24 & 25, 5/20 & 21, 10/28 & 29

Christiana: 1/3 & 4, 4/28 (Instr), 4/30 & 5/1, 10/1 & 2, 10/13 (Instr)

Nemours/A.I DuPont Hospital for Children: 2/13 & 14, 6/18 & 19, 8/27 & 28, 11/12 & 13

Motion: N/A

Action: N/A

Membership-Michelle Garro

Discussion/Summary: Membership 245 active memberships. Michelle has sent 2 new member welcome letters and 6 letters to encourage renewal to those with expired memberships.

Motion: N/A

Action: N/A

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

Discussion/Summary: No report. (Cost of upcoming May Trauma Symposium table is \$350)

Motion: N/A

Action: N/A

Social Media-Michelle Garro

Discussion/Summary: Would like to look into using Hootsuite to preschedule dates to post in advance and can link to Instagram and Facebook.

Motion: N/A

Action: N/A

5. Unfinished Business

A. Movie Showing-DENA Event 5/12/20-Amie Porcelli

Discussion/Summary: May 12, 2020 “In Case of Emergency” movie will be shown. Current plan: Doors open at 6pm and movie starts at 6:30pm. Want to have RSVP, possibly through Eventbrite. Place to be confirmed. Lisa to follow up.

B. Storage Locker Plans-Michelle Garro

Discussion/Summary: Plan to reduce size or remove items. Further discussion off-line. Michelle to follow up and report back.

C. C. Postcards Update-Amie Porcelli

Discussion/Summary: Tabled

D. State Council Achievement Award-Amie Porcelli

Discussion/Summary: Guidelines distributed. Would like DENA to apply for award this year.

6. New Business

1. New Policies per National’s direction-Susan Ebaugh

Discussion/Summary: All policies have been retyped and updated into new ENA template format. Policies will be reviewed by DENA Board of Directors for approval. When complete, they will be sent to national ENA.

2. 2020 Budgetary Strategic Planning

Discussion/Summary:

- a. Reallocation of assets to IT-Currently we spend
 - i. 10% of operating budget goes to gifts for members for ENA week without improvement in activity or membership
 - ii. 6% of operating budget for storage locker
- b. Technology updates-Zoom, Mailchimp, Website, Newsletters, surveys-Zoom discussed for phone conferencing/meetings to reduce dependence on hospital based systems. ENA uses Zoom. Other tech options to be discussed at future meeting(s).

Motion: Motion to utilize Zoom for DENA phone conferencing/meetings and pay \$123.67 annual fee

Action: Motion carried; motion passed unanimously.

Discussion/Summary: Meeting adjourned at 2007. ***Next meeting: Wed., Mar 4, 2020 @ Nemours, Educational lecture starting at 6:30pm on Cardiac Emergencies: ED to Intervention*** by Jen Oldham, MSN, RN, CEN, AACC. CEUs applied for!

Motion: Motion to adjourn

Action: Motion carried; motion passed unanimously.

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