

Meeting Minutes

Wednesday, March 4, 2020

Members present: Michelle Garro, Lisa Lietzke, Susan Ebaugh, Gust Bages, Jen Oldham, John Ripple, Deb Wambold, Rochelle Bermudez; Phone-in: Amie Porcelli
Guests: Theresa Barker, Edith Scheidt, Karen Lewis, Jason Nardi

1. **Call to Order** at 1850 by Amie Porcelli

- a. Quorum present
- b. Welcome/Introductions by Amie Porcelli
- c. Approval of Feb 2020 Meeting Minutes

Motion: Motion to accept Feb 2020 Meeting Minutes

Action: Motion carried, motion passed; 1 abstention

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

Discussion/Summary:

- Zoom Meeting subscription cost slightly higher than first discussed.

Motion: Motion to pay \$167 for Zoom subscription.

Action: Motion carried, motion passed

- State Council Achievement Award-Guidelines available

Activity Planner Updates

- IRS filing deadline is May 15
- 3/8-14 National Patient Safety Awareness Week
- 3/11-13 ENA Board of Directors Meeting – Schaumburg, IL
- 3/16 Applications open for ENA Foundation Conference Scholarships
- 3/19 State Trauma and Pediatric Chairpersons webinar, 2:00 – 3:00 pm CDT
- 3/30 Deadline for ENA Foundation/Sigma Research Grant applications

Motion: N/A

Action: N/A

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

Discussion/Summary: No report, will update at March meeting

Motion: N/A

Action: N/A

4. **Committee Reports**

Government Affairs- Amanda Fisher & Emily Spear

Discussion/Summary: DOH 4/27-28/20-Amie will attend in ENA provided slot. Amanda Fisher & James Thomas will attend as DENA representatives with Michelle Garro as backup.

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: 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: 3/4 & 5, 4/29 & 30, 5/18 & 19

Christiana Wilmington:

Nanticoke: TBD

Nemours/A.I. DuPont Hospital for Children: 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: 3/24 & 25, 5/20 & 21, 10/28 & 29

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

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

Motion: N/A

Action: N/A

Membership-Michelle Garro

Discussion/Summary: Membership 247 active memberships, 7 expired memberships which Michelle will send out renewal reminder letters.

Discussion/Summary: Has contacted several nursing schools to set up student conference & career day visits. Has not had feedback from schools yet, will follow up.

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

Social Media-Michelle Garro

Discussion/Summary: Recent/current photos to be sent to update DENA website.

Motion: N/A

Action: N/A

5. Unfinished Business

A. ENA Foundation check-State Challenge-DENA commitment of \$500 to be sent by May.

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: Consider 5' x 5' locker. Board members to follow up at storage company.

C. C. 2020 Year of the Nurse/Florence Nightingale's 200th birthday update-Amie Porcelli

Discussion/Summary: Need marketing for movie premiere ("In Case of Emergency") & Nightingale birthday on FB & IG. Nemours lecture hall will hold 250 people. Plan to use Eventbrite for RSVP. Will plan on large birthday cake for attendees to celebrate.

D. Magnet Update-Amie Porcelli

Discussion/Summary: Tabled

E. State Council Achievement Award-Amie Porcelli

Discussion/Summary: Guidelines to keep association on track for year's activities & goals.

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. New Bylaws-Amie Porcelli-Voting on revised bylaws in April. They are posted on DENA website for membership review.

3. 2020 Budgetary Strategic Planning

Discussion/Summary: Tabled

4. Membership Needs Assessment: Tabled. Will hold Membership Drive in May.

5. Newsletters: Tabled

7. Information Agenda

1. 3/4 Education lecture (contact hour)
2. 4/27 & 28 Day on the Hill
3. 5/12 In Case of Emergency Screening
4. 6/3 Stumpy's Hatchet Throw & Stop the Bleed Campaign
5. 9/8-11 General Assembly & EN20
6. 10/6 Event in Sussex County
7. 11/5 Annual DENA Symposium, Dover Downs

Discussion/Summary: Several agenda items tabled due to educational offering to begin at 1830. Meeting adjourned at 1830. Next meeting: Tues, April 7, 2020 via phone conference.

Motion: Motion to adjourn

Action: Motion carried; motion passed unanimously.

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