

**Delaware Emergency Nurses Association
Meeting Minutes
January 5, 2016**

Location: Middletown Emergency Department

Attendance:

Chris Barbour, Patty, Blair, Pam Collins, Susan Ebaugh, Lisa Lietzke, Ruth Morse, Sue Palmer, Kara Streets, Anita Symonds, Terry Thorley

Guests: 0

Excused: 0

Meeting called to order by Kara Streets at 1902 hrs. Quorum present so meeting may proceed.

Secretary's Report (Barbour):

Minutes presented from November meeting. Suggestion made to add last name Towne to Terry in Education Committee survey section from November minutes.

Motion: Accept minutes with change. Seconded.

8 Yes, 0 No, 2 Abstained. **Motion passed.**

President's Report (Streets):

(Streets) Meeting locations for 2016 DENA meetings need to be decided. After discussion, the following are the tentative locations for the monthly meetings:

January – MED
February – Bayhealth
March – MED
April - Bayhealth
May – Al DuPont (with possibility of educational offering)
June – Milford (with possibility of educational offering)
July – No meeting
August – Bayhealth
September – MED
October – Bayhealth
November – MED

December – No meeting

Kara handed out the State Council and Chapter Leaders 2016 ENA Activity Plan and Calendar of Events. These events will be added to the website calendar.

Our ENA Board liaison for 2016 is Sally Snow.

The DENA Annual Symposium will be held on November 9 at Dover Downs Conference Center. Preparations are already underway by the Education Committee.

State Leadership Orientation will be held at the ENA Leadership conference February 18-20, 2016, in Las Vegas. Members of the DENA Board will be attending the conference for updates and training.

Treasurer's Report (Blair):

Budget for the upcoming year was discussed and adjustments made. Patty will forward the 2016 Budget Projections for Chris to send out to the membership for review and comments. Approval and comments from the membership are due back by January 13. Once reviewed by membership, the budget projection can be sent to ENA.

Checking: \$40,253.37. This amount includes the CD (\$6,924.52) that was cashed out in November and a late vendor check received from the symposium (\$250).

Income for 2015 totaled \$28,380.68.

Expenses for 2015 totaled \$17,147.21

Motion: Accept Treasurer's report. Seconded.

10 Yes, 0 No, 0 Abstained. **Motion passed.**

Government Affairs Committee (Streets):

None.

Education Committee (Streets):

Education committee is planning the 2016 conference at Dover Downs. Members of the committee include:

Streets (Chair)

Thorley

Blair

Barbour

Morse

Palmer
Collins
Ebaugh
Symonds

Ruth Morse volunteered to work on the brochure for this year. Pam Collins has again volunteered to handle obtaining the vendors for this year's symposium.

Survey results and comments from the last symposium were reviewed. There were many comments regarding the difficulty of hearing some of the speakers due to the use of the microphone. Discussion was held on how to improve the microphone and sound situation. Suggestions included possibly having the speakers wear a headset microphone. The committee will continue to explore new possibilities.

Susan Ebaugh reports that she had asked to have the conference room turned back to the way it was set up in 2014 instead of the way it was set up for the last symposium as the set up in 2014 seemed more comfortable and conducive to our needs.

The committee discussed possible topics and speakers.

Membership Committee: (Lietzke)

242 current members. Two new members have joined. Ten memberships expire next month. Ruth Morse is refining a welcome letter for new members.

TNCC (Thorley):

There are two TNCC courses being held in January. Instructor manuals no longer are being given out with the instructor courses. Online portion of the course is not yet completed. At this time, the classes remain full day courses, but the projection is that the format will be changing to include an online portion.

ENPC (Ebaugh):

Susan will email the upcoming Bayhealth ENPC dates to Chris for posting to the website. There are two ENPC classes coming up in the near future:

- February 29-March 1 at Bayhealth
- March 29-30 at Bayhealth

IQSIP (Collins):

Pam reports that she is looking for new events to attend this year. If anyone has any ideas or suggestions, they should forward them to Pam Collins.

State Awards (Palmer):

Sue Palmer volunteered to head up the State Award Committee this year. Sue will put together and forward information to Chris to be emailed to the DENA membership regarding the awards for the upcoming year.

Old Business:

None.

New Business:

Discussion held regarding the amount of monthly meetings required to be held per the DENA Procedures. Currently, the DENA Procedures reflect that “at least 10” formal meetings be held.

Terry Thorley proposed there should be an amendment of DENA Procedures chapter 10 – Meetings and Educational Programs to read “at least 6 formal meetings” and strike “ideally state council meetings would be held monthly.”

Motion: Change DENA Procedures to reflect number of meetings needed to be held during the year from ten to six. **Seconded.**

10 Yes, 0 No, 0 Abstained. **Motion passed.**

(Streets) Thank you to Susan Ebaugh for her leadership of the DENA during this last year.

Adjournment:

Motion: To adjourn meeting at 2040. **Seconded.**

10 Yes, 0 No, 0 Abstained. **Motion passed.**

Next Meeting: The next meeting will be held on Tuesday, February 2, 2016, at Bayhealth.

Respectfully submitted,
Chris Barbour
Secretary