



**San Antonio ENA Meeting Minutes**

**Location:** Christus Santa Rosa Westover Hills

**July 16, 2018**

**Board Members:**

- William Barbre, President, Present
- Janet Pena, President Elect, Present
- Brandie Bedore-Solis, Immediate Past President, Absent
- Mary Leblond, Secretary, Present
- Sharon Keith, Treasurer, Present
- Barbara Baldwin, Director, Present
- Mary Bluemel, Director, Present

**Guests: See Sign in Sheet**

**Webex: None**

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**Minutes**

**Monday, July 16, 2018**

**18:00 – 20:00**

**Entresto** – Novartis Rep, David Stallcup provided the food for the meeting and gave a brief inservice. Thanks for the food!!

1. Call to Order / Welcome.....William Barbre  
Meeting called to order @ 1820
2. Reflective Comment .....Barbara Baldwin
3. Introductions .....All Present
4. Parliamentary Procedure .....Michael Moon, absent
5. Approval of Agenda .....All  
Agenda approved as presented
6. Approval of May 21, 2018 minutes..... Mary Leblond  
Minutes approved as corrected: Membership section – renewal contacted via email not phone for membership report.
7. Board Reports-  
a. Bill Barbre -

- i. Meeting attendance has been great! Several new face and please bring a friend.
- ii. General Assembly Delegates have been chosen
  - 1) SAENA sent in 11 applications with 8 approved, but this may change as alternates move up. Candidates please keep checking your email.
  - 2) Delegates must register at ENA.org by Sept 12. There will be an online orientation program as well to take
  - 3) TxENA reimbursement was approved to be the same as last year
- iii. Bill will be out of state 7/29-8/22. He can be contacted by email and phone.
  - 1) Janet will run the August meeting and Bill plans on being on Any Meeting.
- iv. State meeting report.
  - 1) The 3rd quarter meeting was in Katy Tx.
  - 2) There was a presentation on social media and how to integrate its use at the local level.
    - i) Instagram has good potential at the chapter levels.
    - ii) Virtual meetings should be utilized if possible – Zoom and AnyMeeting among others are good programs to use.
  - 3) New SIG was approved - Brazo Valley. It is working to complete chapter requirements.
  - 4) Texas donated \$41,000+ to the ENA State Challenge fund. The ENA collected a total of \$201,000.
  - 5) ENA Foundation approved \$403,000 in scholarships.
  - 6) TxENA Scholarship applications are due on August 1st.
  - 7) TxENA is sponsoring a CPEN course before the 4th quarter meeting on October 12th.
  - 8) TxENA is reviewing the SOPs from chapters to be sure everyone in compliance
  - 9) There will be a National Day of Service on 9/15. Every chapter is to do something to provide a type of community service – choice of what is theirs to do. Janet Pena working on the SAENA's project.
  - 10) TxENA approve a community service to count for points for this year.
  - 11) Pediatric team urges all EDs throughout the state to be prepared to take care of pediatric resuscitations and other pediatric events.
  - 12) Stop the Bleed instructors/coordinators need to be sure to ensure attendees are get registered at Bleedingcontrol.org to get credit when we are doing these courses.
  - 13) TxENA supporting 4 resolutions at National
    - (i) New graduate nurses in the ED
    - (ii) Freestanding ED – scope and practice issue
    - (iii) Effects of workplace violence

- (iv) Use of non-pharmaceutical pain control
- v. TxENA Ansley Fund: Funds depleted by used for Hurricane Harvey victims. An auction was held to start replenishing funds. Raised \$4100. SAENA contributed two baskets put together by Janet and which raised \$160.
- vi. Elections will be at 4<sup>th</sup> quarter meeting. If interested, contact Marcia Fuller.

- b. Brandie Bedore-Solis –absent
- c. Sharon Keith – No report at this time
- d. Janet Pena – No report at this time
- e. Mary Leblond – No report at this time
- f. Barbara Baldwin – Cornyval event- the SAENA earned \$697.
- g. Mary Bluemel –No report at this time

8. Treasurer’s Report: .....Sharon Keith

- a. Discuss and approve May/June financial report
- b. CD matures on August 2<sup>nd</sup>  
**Motion:** Take monies from CD and put into savings. Put the remaining back into a CD for another year. Approved
- c. Carol reported she discovered a second Pay pal account which contained registrations for the TCRN and CEN review courses. Based on this information it was decided to continue with the TCRN Review Course. Bill will contact Steven to inform him of the decision and ensure the speaker had not been cancelled.
- d. Still have money for Janet Pena’s SCLO – stipend from TxENA paid for trip. Will hold on to funds.
- e. Reimbursements for Q1 and Q2 State Council meetings have been made.
- f. Conference:
  - i. 5 registrations
  - ii. Some vendors have paid. Currently looks like there are 12 vendor spots empty. Discussion occurred about the contract and getting a list of vendors to avoid asking vendors who have already agreed to be at the conference.
- g. General Assembly Delegates: The budgeted monies for the delegates will be divided among the number of SAENA applicants attending National. If there is a change in delegate status please inform Bill and Sharon to accommodate the remaining delegates.
- h. Webinars: Need to meet budgeted income
  - i. Geriatric Webinar: Have 26 registrations.
  - ii. Look at planning a Forensics Webinar in early next year.

10. Committee Reports

- a. Media relations .....Janet Pena
  - i. Need someone who is versed in Instagram to help set up program for SAENA

- ii. Newsletter – Will be published on August 15<sup>th</sup>. Need all officer and committee chairs information by August 10<sup>th</sup>. Will be publishing SAENA officer candidates to meet the 60 day requirements.
    - iii. Facebook – member had problems trying to join – was told needed to have approval of administrator. Need additional administrators.
    - iv. AnyMeeting – no attendees
  - b. TNCC.....Susan Douglass  
See Report
  - c. Injury Prevention.....Barbara Baldwin
    - i. See Report.
    - ii. SaftyWhys:
      - 1) Tour coach went to 7 states, traveling 4900 miles.
      - 2) Had good meeting with South Dakota staff – want to obtain grant to do course.
      - 3) Dominion Rotary attempting to get grant to do courses in south San Antonio
      - 4) Need to start working on programs in Hawaii
    - iii. Here is the link to the DSHS SafeRiders website <http://dshs.texas.gov/saferiders/>  
Below is a list of what the website can provide to your program. It includes the following resources:
      - Link to request an event or presentation
      - Link to the distribution program application
      - Link to the list of distribution and education programs across the state
      - Link to the educational materials order form

We will also have the link posted on our STRAC IP prevention page. If you have any questions please do not respond to the list serve. Please email questions to [angela.lopez@strac.org](mailto:angela.lopez@strac.org).
  - d. Government Affairs and Nursing Practice.....Mary Leblond  
See report. Mary attended Day on the Hill in Washington, DC
  - e. Scholarship..... Tom Culwell, absent  
No report
  - f. Membership.....Yvonne Mosley
    - i. See report.
    - ii. 465 members. Expiring members sent emails. Welcome sent to new members
    - iii. TxENA Membership drive ends 8/20. Chapter with most members will be recognized at gala and get a pizza party. SAENA will hold drive at same time.
    - iv. Increase membership drive and other advertising - Put together a list of facilities around SA – put name by those you will go to.
  - g. Pediatrics.....Brandie Bedore-Solis, absent

- No report, PCAR – post resuscitation, at UHS tomorrow
- h. ENPC.....Diane Walcutt, absent  
Diane sent thanks for the get well card. Will have two more courses this year
  - i. Professional Education.....Carol Twombly
    - i. See report.
    - ii. 'Child Maltreatment' education for August 20<sup>th</sup> meeting presented by Cathy Carroll, MSN, RN, CEN, CPEN at the John Hornbeak Building
    - iii. CPEN courses sponsored by TxENA on October 12<sup>th</sup> in Arlington
    - iv. No local meeting in September due to National
    - v. 2019 Schedule is on the report. All of meeting dates need a hosting site. Educational event dates are indicated – need presenters for all of dates in 2019. Contact Carol if you are interested in having your facility host a meeting or if you are/have a presenter.
  - j. Convention.....Brandie Bedore-Solis,absent  
Report provided by Carol Twombly.
    - i. Convention meeting in June
    - ii. All but 3 speakers have completed required paperwork.
    - iii. 5 registrants. Don't include the committee/speakers. Sharon is to send a list of her staff.
    - iv. Posted on website: hotels near conference center, course descriptions with speaker bios and learning objectives.
    - v. Drury Inn has been identified as conference hotel. Has block of rooms – we don't have to pay if they aren't filled.
    - vi. Facebook advertising is ongoing.
    - vii. Mail in registration form is available.
  - k. Bylaws and SOPs.....Bill Barbre/Janet Pena  
Sent SAENA Bylaws and SOPs to state for review. Awaiting their comments.
  - l. Election Process.....Brandie Bedore-Solis, absent
    - i. Need candidates for positions: President-Elect, Secretary, Treasurer, Director
    - ii. Elections at the Oct. meeting
    - iii. Need to get new people involved in chapter.
11. Recognition & Awards.....William
- a. Newly certified nurses - none
  - b. Carol – serving as Convention Chair in Brandie's absence
  - c. Yvonne – hotel for convention Drury Inn block of rooms
  - d. Janet- Stonewerks reservation for June meeting
  - e. Dorine – finding vendor for food tonight

- f. State award for professional practice was given to Bill Barbre and he thanked everyone for writing the awards
- g. ENA awarded Steven Jewell the Nurse Educator award.

12. Upcoming Events.....William

- a. Geriatrics webinar: 7/23, 29 registered. Site test will be held Wednesday July 17<sup>th</sup>.
- b. STRAC: Aug 3, Uvalde, starts at 0800. Janet to go
- c. August 20<sup>th</sup> SAENA meeting at Hornbeak with speaker
- d. TCRN August 24-25<sup>th</sup> - need to get it back on website
- e. CEN: Sept 14-15
- f. National conference: Sept 24-29<sup>th</sup> Pittsburgh.
- g. October 15 business meeting and elections at NE Methodist?
- h. November 12 Business meeting and location
- i. SAENA conference October 25-26<sup>th</sup>

13. Geriatrics Webinar- 6/23/18, 20ish registrations.....Yvonne

- a. 29 registrants
- b. Test run will be done to make sure all the videos are working. July 17<sup>th</sup>. 10am – 12noon

14. Review courses .....William

- a. Food to be secured by Steve
- b. Contracts signed and returned
- c. Awaiting funds from Methodist – invoices sent
- d. EVENT PROMOTION!!!!

15. Membership Open Discussion.....All

Paul Clark’s grandmother passed away. Mary signed the guest book from SAENA and spoke with Paul.

16. Complete Assignment Table.....William

17. Adjourn @1942

**Assignment Table**

Assignment Table Item	Assigned To	Due Date
