

FENA STATE COUNCIL MEETING MINUTES

<p>NAME OF GROUP: FENA State Council DATE: 29 Oct 2008 LOCATION: Coral Springs Medical Center Classrooms A, B, and C. TIME STARTED: 10:10 AM ENDED: 1450pm ATTENDEES: Keith McKernan, Mari Hoover-McGarry, Dottie Hindman, Rolf Dominkow, Andi Foley, Larry Williams, Rachelle Zahniser, Lara Alexander, Cindy Garlesky, Linda Ball, Candice Bromley, Sally Cowan, Dennise Mathis, Paul Mazur, Dave McGarry, Kristopher Pidgeon, Robin Powers, Sharon Reuter, Marlene Bachrach, Stacy Silverman, Sue Brenton, Antoinette Owensby, Marcia Yolman, Lynn Kallfelz, Lilly Popick and AnnMarie Papa FENA board liaison from ENA.</p> <p>On teleconference: Terri Repasky, Sheri Cook, Lynda Tiefel. Presenter: Joe Cassels with Person on Call</p>	<p>FACILITATOR: Keith McKernan RECORDER: Andi Foley</p> <p>** See Secretary's file for supportive material.</p>
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ITEMS DISCUSSED	ACTIONS	PERSON/GROUP RESPONSIBLE	DATE DUE
Introductions	Introductions of all present	ALL	Completed
Call to Order	Meeting was officially called to order	Keith McKernan	Completed
Verification of Quorum	Verification was confirmed, Parliamentary	Dottie Hindman	Completed
Approval of Minutes (**)	July 2008 minutes presented Motion to approve as amended: Candice Bromley Second: Rachelle Zahniser Passed	Keith McKernan Andi Foley	Completed.
Treasurer's Report (**)	Quarterly report presented. Included update r/t need for W9 from delegates. Update r/t need for receipt. Discussed W9 also applies to committee courses for TNCC and ENPC for earnings over \$600. Recommendation from Executive Board to have Trauma and Peds accounts merged into FENA Bank of America (BoA) based on CPA recommendation. Motion to merge Trauma and Peds accounts into FENA BoA account: Paul Mazur Second: Rachelle Zahniser Passed. Motion to approve treasurer's report as written: Mari Hoover-McGarry Second: Andi Foley Passed	Rolf Dominikow Keith McKernan	Completed.

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Election of Secretary	<p>Andi Foley is nominee. Floor opened for further nominations. No further names presented. Motion close nominations: Larry Williams Second: Rachelle Zahniser Passed. Motion to accept slate of candidates which also elects Andi Foley for 2009-2010 FENA secretary since there is only one candidate: Larry Williams Second: Paul Mazur Passed.</p>	Keith McKernan	Completed.
Awards Presentation	<p>CEN Scholarship: Rachelle Zahniser FENA to ENA: Dennise Mathis Mari Hoover-McGarry Chapter of the Year: Palm Beach Chapter (includes 3 day registration for SESS)</p>	Keith McKernan	Completed.
Announcement	<p>Update by AnnMarie Papa. Discussed financial aspects from national level including concern of possible deficit budget. Discussion of members recommended that ENA be flexible and fluid to accommodate needs and support the mission of ENA while being responsible to the members. Reminded that FENA officers will be planning budget and strategic plan in Dec at ENA State Leaders Conference. Discussed by-law amendments and the need for more resolutions.</p>	Keith McKernan AnnMarie Papa	Completed.
Committee Meetings	Committee Meetings	Committees	Completed.
Lunch	Lunch	ALL	Completed.
Person on Call Presentation	Joe Cassels presented the "Person on Call" product and answered questions.	Keith McKernan	Completed.
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Committee Reports	<p>** Parliamentarian: Introduced draft of receipt storage procedure which now needs to be revised due to requirements from CPA. Will develop procedure for W9 and teleconferencing. Review of General Assembly: (all available at www.ena.org) Change in mission statement approved. Nominations committee composition and terms approved. ENA candidate qualifications approved. Candidate requirements modified and approved. Board of Directors eligibility requirement defeated. Board term limits defeated. Procedural sedation resolution amended and approved – referred to ENA's clinical practice guidelines committee.</p>	Committee Chairs	As noted in "Action" text

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Committee Reports.	<p>Treasurer: Updated on QuickBooks purchase. Motion to purchase most recent version of QuickBooks (about \$200): Rolf Dominikow Second: Paul Mazur Passed.</p> <p>Awards / Scholarships: Presented awards earlier today. Request for co-chair to move into chair position. Robin Powers, Marlene Bachrach, and Paul Mazur volunteered.</p> <p>Trauma / Peds: EMSC (Nov 11 and 12) scholarships available. Seeking to establish lists of committee members and qualifications. Planning to develop mentoring program for new committee members. Developing “hand-off” packet for next committee chairs. Developing goals for committee for 2009 and 2010. ENA states TNCC roll-out cannot be offered again for groups – individuals with extreme extenuating circumstances. Trauma account balance presented. PEDI: will be offering regional ENPC instructor course soon. “Clinical Interventions Jeopardy” will be going to FENA website as soon as it is ready. Requested consideration of scholarships for TNCC or ENPC for individuals who are not sponsored by facilities.</p> <p>Education / SESS: May 27-31, 2009 at Caribe Royale in Orlando. Seeking vendors and volunteers – see Larry Williams or www.southeasternseaboard.com for more info. “Leather and Lace” is theme for party. Pins designs will be submitted to CT company. Donations being sought and some Orlando theme parks have been generous (Thanks to efforts by Paul Mazur). Host state does get percentage of funds. No mass mailings – past attendees will be directed to website and brochure will be available from website. Motion to offer two FENA scholarship to SESS: Rachelle Zahniser Second: Candice Bromley Discussion: Why only one? Can budget accommodate? What are criteria for scholarship? Passed.</p>	Committee Chairs	As noted in “Action” text

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Committee Reports.	<p>SESS continued: discussion about pre-sessions. Questioned if ENPC could be considered. Larry will discuss with SESS committee</p> <p>Fundraising: Over \$100 raised. Stethoscope and cooler won by drawing. Shirt suggested recommendation for next year. Blue long-sleeve button-down recommended. Terri Repasky has also done research and is requested to bring samples to Jan 09 meeting.</p> <p>Motion to consider two delegate shirt options each a different color: Paul Mazur. Second: Candice Bromley. Defeated.</p> <p>Move to table discussion on shirts until more information can be provided at January 2009 meeting: Dottie Hindman Second: Mari Hoover-McGarry Passed.</p> <p>Gov't affairs: State report cards coming out soon. Motion for FENA to support 2 people for airfare to attend ENA Gov't Affairs workshop: Sherri Cook Second: Candice Bromley Passed.</p> <p>EMS-AC: no report. Andi Foley will check with liaison.</p> <p>ENCARE: Discussed chairs. KC Pidgeon and Paul Mazur interested. Keith will get both together with Catherine Webb.</p> <p>Disaster Preparedness: Discussed chairs. Jan 30 at Tallahassee Memorial– emergency preparedness class. Patti Stadler recently attended two day conference on hospital surge.</p> <p>Communication: no official report. Website being used by members effectively.</p> <p>General Assembly: addressed problems that occurred for a</p>	Committee Chairs	As noted in "Action" text

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Committee Reports.	<p>minority of members. Paul Mazur will be helping Darleen Williams reorganize the computer process.</p> <p>Membership: no official report. Notified that North West chapter is being “re-activated.” Leaders report due October 31.</p> <p>Advanced Practice: Awaiting Nat’l Certification exam. Lobbying for Rx authority.</p>	Committee Chairs	As noted in “Action” text
Trauma Chair	<p>Motion to ratify appointment of Paulette McKernan to trauma chair: Rachelle Zahniser Second: Sally Cowen. Passed.</p>	Keith McKernan	Completed.
Announcements	<p>Annual Chapter Leaders Orientation (CLO) will be held Tuesday Jan 27th in Daytona. Two officers from each chapter will be supported with hotel fees if CLO AND FENA meeting are attended.</p> <p>THANK YOU to Rachelle and Coral Springs Medical Center for hosting and supporting this FENA meeting.</p> <p>Thank you to AnnMarie Papa for attending today and serving as ENA Board liaison to FENA.</p>	Keith McKernan	Completed.
Adjournment	<p>With no further business to discuss, a motion was made to adjourn the meeting at 1450. Motion: Mari Hoover-McGarry Second: Lara Alexander Passed.</p> <p>Next State Council meeting to be held on 1/28/08 from 1000-1500 at Ocean Convention Center in Daytona.</p>	Keith McKernan	Completed