Pennsylvania ENA State Council Meeting  
May 18, 2018  
Ramada State College  
8:30 AM (ET)  
Chairman’s Room

Valerie Krasneski-Schreiber, President; Donald Nardelli, President-elect; Cheryl MacDonald-Sweet, Immediate Past President; Kathleen Ingoglia, Secretary; Helen Healey, Treasurer; Deborah Clark, Treasurer-elect; Michele Buraczewski, Director; Tracey Rush, Director

ENA’S VISION STATEMENT
ENA is indispensable to the global emergency nursing community.

ENA’S MISSION STATEMENT
The mission of the Emergency Nurses Association is to advocate for patient safety and excellence in emergency nursing practice.

Strategic Plan Key:  
---Community  
---Knowledge  
---Quality & Safety  
---Advocacy  
---Infrastructure

"We’re all pieces of the big puzzle. Just be the piece you are so you’re doing your part to complete the big picture." Kathryn

AGENDA

Friday / May 18/ 2018

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<td>8:30-8:45 am</td>
<td>A. Call to Order</td>
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<td>1. Establish Quorum</td>
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<td>i. November 9, 2017 Meeting Minutes</td>
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<td>ii. March 23, 2018 Meeting Minutes</td>
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<td>4. Adoption of Meeting Agenda</td>
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<td>5. Conflict of Interest Disclosure</td>
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8:45-8:55 am  B. President's Report

8:55-9:00 am  C. Treasurer's Report

9:00-10:00 am  D. Chapter Reports (please submit electronic copy to Secretary if not previously done)

   1. Berks
   2. Bux-Mont
   3. Capital
   4. Code
   5. Delaware
   6. Erie
   7. Lehigh
   8. Philadelphia
   9. Pocono
  10. Seven Mountains
  11. Susquehanna
  12. Western

10:00-10:10 am  **10 minute BREAK**

10:10-11:30 am  E. Committee Reports

   1. Finance
   2. Membership
   3. Government Affairs
   4. Education: (TNCC/ENPC, etc.)
   5. Quality Liaison: (IQSIP)
   6. Communication: (website, social media, etc.)
   7. Fundraising
   8. Delegate/General Assembly
   9. Practice: (Students, Advanced, Nursing)
  10. Recognition: (Annual, Nominations, Elections)
  11. Horizons
11:30-12:30 pm  Lunch- Opportunity for Committees to Meet

12:30 -2:00 pm  F. Unfinished Business

1. Strategic Plan
   i. New Format

2. Google Hang-Out update

3. Millie Fincke Scholarship

4. National ENA 2018 (EN18) - Pittsburgh –
   i. Host state duties-update
   ii. Opportunities/Teasers for delegates re: EN18

5. Website Update

6. SOP Review

7. Chapter Map Revisions

2:00-2:45 pm  G. New Business

1. Awards

2. Elections

2:45-3:15 pm  H. Information Agenda

1. Board Liaison Update

3:15-3:30 pm  I. Adjournment
PA ENA
Pennsylvania State Council
Meeting Minutes

May 18, 2018

- **A Call To Order**

  - Establish Quorum
    - Quorum was established with 34 attendees. All chapters represented: Berks, Bux-Mont, Capital, Code, Delaware, Erie, Greater Lehigh, Philadelphia, Pocono, Seven Mountains, Susquehanna, and Western. (See attachment 1).

  - Welcome/Introductions
    - Each attendee introduced themselves starting with the board.

  - Adoption of Consent Agenda/Approval of Minutes
    - November 9, 2017 minutes approved (posted on website)

Motion was made to adopt November 9, 2017 minutes. Motion made seconded and passed. November 9, 2017 minutes adopted.

- Approval of March 23, 2018 minutes deferred to next meeting per May 17, 2018 Board Meeting decision, following multiple changes. (corrected minutes from March 23, 2018 minutes with corrections made on May 17, 2018 posted on website)

- Printing of minutes
  - Minutes for prior meetings were posted on the website for all members to review and reviewed at meetings with use of the internet and a projector
  - This practice was adopted last year and used to become more eco-friendly

Motion to return to prior practice of posting meeting minutes on website prior to meeting and then projecting minutes on screen at meeting for meeting members to make changes was made. Motion was made, seconded and adopted to return to posting minutes on website and refer to minutes using projector at meetings.
Adoption of Meeting Agenda (See attachment #3)

*Motion was made to adopt meeting agenda. Motion made seconded and agenda adopted.*

Conflict of Interest Disclosure
- Cheryl MacDonald Sweet on board of American Trauma Society as well as two EMS boards. Kay Bleecher on EMS boards as well

President's Report

- PA ENA did not get the 2018 State Award. The reasons were discussed and included: a lack of detail and specifics need and voting in National ENA election at 7%.
  - Please submit all activities that ENA members are in attendance with dates and details about the event, especially any IQSIP and Government Affairs activities.
    - All fliers and information of events need to be sent to Valerie Schreiber, Cheryl MacDonald-Sweet, or Donny.
    - Any time an ENA member or chapter does something, please send that information to PA ENA board for inclusion for the State Award. Please include any fliers with the Chapter name on the fliers.
  - Voting:
    - In the past a booth was set up at Horizon’s for PA ENA members to vote though elections are now held in the fall. An idea was presented to send out a daily email to all PA ENA attendees to vote. Included in this idea was for PA ENA members to submit the voting certificate and raffle off something. Another idea was to hand out something at the PA ENA booth to all PA ENA who show a ENA national election voting certificate.
    - Another idea was to have each chapter e-mail their members to vote as well.
    - Deb Clark said that an e-mail voting reminder was sent out last year to all members multiple times (app 10-15 times).
    - Chapters please forward anything that you do to help get the information out for your members to vote.
    - Candidates will have a Meet and Greet at National General Assembly. Each candidate should also have posted a video and bio on the ENA national site. Just click on the candidate to view.
  - Navigating the National ENA website has been difficult for numerous members with examples of difficulties discussed. Please e-mail any difficulties to ENA Component Relations on ENA.org.
  - At 10:00 am break Val would like all Committee Chairs to meet with her to discuss maximizing activities in their committees and increasing committee members.
• First time attendees do not pay for lunch.

• **Treasurer’s Report** (See attachment #4)
  
  ➢ Helen gave treasurer report. Regular bank account has $75,380. Horizon’s account has $16,830. Key Investment account has $22,869.
  ➢ Treasurer reports- 7 reports received from chapters. All reports are needed for 2017 and 2018. PA ENA is responsible for chapter income and output. National ENA is looking at Chapter accounts as well as PA ENA.
  ➢ Most of the information needed for taxes and audit has been uploaded
  ➢ PA ENA pays to Board members $100, Committee chairs $100, one chapter representative $50 for attendance at the State Council Meeting

*Motion was made to accept the treasurer report, seconded and report adopted.*

• **Chapter Reports**

  ➢ Berks (See Attachment #5)
    • Berks reported about 4 meetings this year from Feb to May
      ➢ Identifying Human Trafficking 2/18, Community Outreach, Telemedicine 3/18, Men In Nursing, Stop the Bleed 4/18, Street Medicine 5/18
      ➢ Booth at local Health Fair
      ➢ A fundraising 50-50 Raffle was held.

  ➢ Bux-Mont (See Attachment #6)
    • BuxMont President recovering from surgery. No meetings since meeting in February. Next meeting to be announced and scheduled in July.
    • A Children’s House Teddy Bear Clinic was held in Hatfield.

  ➢ Capital
    • Cooked 140 meals for McDonald House with greater than 70 families fed. Children toy donations were also collected.
    • Scholarship Awards for Bachelor ($2000-5000), Masters ($5000), and Doctorate ($10000) degrees in nursing from the ENA Foundations are relatively easy to receive (Due May 19th).
      ➢ Ask Val Schreiber needs to write a letter
      ➢ Recipient needs to have attended 2-4 PA ENA meetings OR local chapter meetings
      ➢ Helen had received $4000 in the past
    • Next Meeting in a couple of days- topic Community Health Nurses Liaison with ER

  ➢ Code
    • Supported Sigma Theta Tau conference- topic on opioids
➤ Delaware- (See Attachment # 7)
   • Last meeting 4/14 on Heroin Task Force
   • Vest a Cop Program – sponsoring a team at the golf outing fundraiser
   • Stop the Bleed train the trainer class on 5/29
   • Notes in a backpack -Skyping meetings to get greater involvement
   • Spoke on ENPCC and TNCC

➤ Erie
   • Meetings are in the planning stages

➤ Lehigh Valley
   • Dr. Tully Hall – presented at Feb meeting with 12 attendees
   • Dr. Frey – 4/26 topic Springtime injuries again with 12 attendees (2 gift cards were awarded to boost attendance)
   • Next planned meeting in June

➤ Philadelphia
   • 3 meetings since last State Council meeting
     ▪ Spring Happy Hour at Gebauer
   • Two raffles: a December Eagles game ticket and a 1 year ENA membership
   • Developed a 2 year strategic plan and approved 2018 budget
   • Community outreach- members cooked meals for 40 families at the Gift of Life House
   • Next community event – Stop the Bleed training during Emergency Nursing week at Philadelphia High School

➤ Pocono (See Attachment #8)
   • No meetings since January as only 5 attendees so sent out an email to increase attendees that asked what members would want from a meeting

➤ Seven Mountains
   • One meeting only since last PA ENA council meeting
   • Centralized in one area at this time- no response for a change of site

➤ Susquehanna (See Attachment #9)
   • Dr. Christoph Griessnauer (neurosurgeon) – Presented topic on Current Management of Large Vessel Ischemic Stroke at the April 18th meeting fro, 6-8 pm
   • Invited members to share what the would like at future meetings
   • Initiated a Facebook page to increase connection with members
   • Stop the Bleed meeting coming up
Western
- TNCC course was held in April with 24 students in attendance
- CEN review course was held in April with nurses already passing the CEN
- April’s meeting was held at CORE- Center for Organ Recovery and Education facility as a donate life month activity. We had a few student nurses attend the meeting
- May Willows DVT later in month
- Pirates Game planned for July for a fun summer activity

Committee Reports

Finance Committee: Helen Healy (See Attachment #4)
- Report done with treasurer’s report

Membership Committee: Tyler Babcock
- Membership now increased from 2063 to 2067 with 178 new members since January but lost 13 renewals.
- Need to look at members about to expire and email these members using an email merge
- After last meeting reached out to non-members and members with information on becoming a member
- Delaware County compete with Delaware ENA for memberships
- Compiling a list of managers to reach out with information on membership

Government Affairs: Meghan Goodman-Parks (See Attachment #10)
- Day on the Hill May 8-9 was attended by 3 ENA members Meghan Goodman-Parks, Gina Slobogin, and Elizabeth Long
- Day 1 was review of ENA 2018 “asks” with training in how to address congresspersons with great opportunities for networking
  - Jeff Colmon former representative spoke on power of the unelected, how nursing has limited time to lobby, and tips on speaking with congresspersons
  - Jeff Solheim and ENA Board were present (Emerging professional liaison also present)- emerging professional is a new position to attract younger members
  - Teaser video for EN 18 in Pittsburgh was shown
  - ENA is re-branding its logo and will soon have a new updated and modernized logo
  - Representative from California spoke on Work Place Violence
    - Example of a nurse who was kicked in the neck and not able to return to work
- Day 2
  - Met with Senator Meacham and Casey staff members
- Legislative correspondent in Sen Casey's office was very energetic about information and took about 3-4 pages of notes
- Information folders left at the offices of Rep. Barletta, Brady, Costello, and Sen. Toomey
- Changes were made to PA Representatives' district map with changes in our Representatives

- Four bills
  - Health Care Workplace Violence Prevention Act
  - Good Samaritan Health Professionals Act
  - Mission Zero Act
  - Soar to Health and Wellness Act

- Government tips on lobbying
  - Representatives and Senators are only in Washington DC 4 times a year when congress is in session. Otherwise they are in one of their local offices. It is best to know their aides as they filter all information for their congressman. Send and contact mostly at state offices. Keep on the issues. You can also get more information from the aides. Town halls are also scheduled throughout the year to provide and get information to and from your candidates.

- State Bills:
  - State Staffing Bill sponsored by Rep Judy Ward (only RN in PA legislature)
  - Delegation language does not exist in PA Nurse Practice Act which unburdens nurses from unnecessary work
  - CNO of the Commonwealth
  - APRN Full Practice Authority Bill

- PSNA looking for Legislative Ambassadors- check out their website for information

- UPMC Lobby Day in Harrisburg end of April
  - Bussed to Harrisburg
  - Met with actual PA Representatives and Senators
  - Spoke about Opioid crisis and NP independent practice rights
  - Kay Bleecher was there and spoke directly with her legislator about NP independent practice rights
    - NP Lobby Day in Harrisburg

- Please forward any Government Affairs activities that you are involved in with details to Meghan Goodman-Parks or Gina Slobogin

➢ Education: (TNCC/ENPC, etc.) Michele Buraczewski
  - TNCC and ENPC instructors
    - TNCC instructors in Pittsburgh area are 5
    - 3 Nurses from CHP attended an ENPC course in Columbus Ohio to become instructors
    - To become an ENPC instructor, a nurse must:
- Pass a test
- Attend an instructor learning class
- And teach while monitored and observed

Problem who will monitor these potential instructors while teaching
- Can this be done via video or skype?
- ACLS under AHA - Monitored teaching for one session and no limit to how many the instructor can watch during a class
- Potential instructors need to pay for observation for someone to come to observe them or to travel to be observed teaching

➢ Quality Liaison (IQSIP): Linda Melly (See Attachment #11)
  - See May ENA Connections magazine which was full of Injury Prevention articles
    - Page 12 describes new disaster training related to shooting, hoping more information comes soon on this training
    - Fake Pot or SCB
      - Easily available in most smoke shops and convenience stores. Most are very potent.
      - Increase in cases of asthma and reactive airway diseases.
      - Increase in impaired driving and accidents.
    - Behavioral Health length of stays running at least 18 hours
      - Increase threats to staff
      - Emergency are loud and chaotic with findings showing admission to regular floors creates a calmer and safer environment
    - Summer Injuries
      - Signs and symptoms of heat related injuries as Heat exhaustion, stroke, cramping and even Rhabdomyelitis
      - Workers at risk include mail carriers, construction workers, lifeguards, etc. are examples of jobs with long exposure to heat
    - Falls and Injuries
      - Increase related to 4 wheelers, horses, swimming pools, fireworks, and other outside activities

- Programs available
  - Stop the Bleed
- E-mail Linda Melly or PA ENA board with any IQSIP information or activities with specific details of date(s), event, audience, etc so that information is available for State Award
  - Any education counts as long as that event is attended by an ENA member.
Communication: Deb Clark (website, social media, etc.)
- New Website- 6 pilot states chosen to test use of the new state websites under the National ENA site of which PA ENA was none
  - Pennsylvania, Georgia, Nevada, are 3 of the pilot states
  - Other states have voiced interest in using the National ENA site for their official state website
- Problems noted with new website over Nursing Network website
  - Inability to easily send out Mass Group e-mails
    - Will only take 50 recipients for each group e-mail
    - Membership list not updated
    - Will have Meghan check Hang outs for possibility of sending these e-mails
  - Inability to register for events on line
  - Photo gallery not functioning
- Georgia, one of pilot sites, is using Event Brite to register its members for events

Motion made for Deb Clark to investigate Event Brite for event registrations (ordering food and establishing a meeting count for PA ENA Council meetings and for Hoizons). Motion made, seconded, and adopted.

- Nursing Network disadvantages include:
  - Site has a lot of advertising, not closed, and not protected
- Registrations in the future will be totally electronic for Horizons and PA ENA council meetings
  - Paper registrations at the last Horizons were very confusing and cumbersome
- Juggling two sites is becoming more and more time consuming
- New stuff on the new site
  - Videos from Pittsburgh National ENA site check with Western Chapter

Fundraising: Tracy Rush and Sharon Sites
- Fundraising is working on many ideas for the National ENA conference
  - Alex and Anni spinoff bracelets to sell (See Attachment #12)
    - Potential designs were passed around with charm examples
    - Medallion can be oval, rectangular or round
    - Metal can be antique gold or silver
    - Will order 200 (which was approved) at a cost of $7.25 each to sell at $20 each with ability to take orders for additional bracelets
    - A pre-order sale will occur at August meeting
  - Quilt Raffle
    - Poster and quilt both available to display and sell tickets at local chapters
- Small purse bags
  - Will make 250 bags with cost $3 each and sell for $10 each in Pittsburgh Colors with ENA on front of bag.

- State Pin
  - Bev had a graphic designer work on a pin design. Design of pin with bridge on it passed around at meeting (Pittsburgh is the City of Bridges theme). Suggestion made to add bling gems to design. Design will be sent to board when work is done for approval.

- Football Pool with Viv Matsinger and Linda Melly
  - A new state fundraising project
  - Each chapter received a packet of 360 envelopes of football pool cards to sell. In order to break even and have money for prizes each chapter must sell 180 packets. Each envelope containing a ticket is $20. Each state must keep track of money and pay out their winners. A winner is the lowest scoring and the highest scoring cards. The pool starts with the first game of the season. All represented chapters received their packets of football pool cards to sell.

Delegate/General Assembly: Bev Mueller
- PA ENA will have 31 delegates and 1 alternate position at General Assembly this year (1 delegate more than last year)
- Yellow colored Delegate applications were passed out for members to fill out during meeting with application deadline 6/30/18
  - Delegate applications were posted on the website with the delegate choice SOP attached (SOP page 13) (see draft- Attachment #13)
    - Delegates will include 1 chapter representative (usually a chapter officer), PA ENA board members, and committee chairs
    - Each delegate must have attended 50% of PA ENA meetings between July 1st 2017 and June 30th 2018
- August 23rd Delegate Meeting is mandatory for all delegates
  - Delegate T-shirts
    - If you do not have a T-shirt, please send Bev your T-shirt size
    - If you have a T-shirt and are not a delegate, please bring your T-shirt to August meeting to be recycled for another delegate to use
    - If you have a T-shirt and are a delegate, you do not need to bring your T-shirt to the August meeting.

Practice: Kay Bleecher (Students, Advanced, Nursing)
- National ENA working on nursing student guidelines in education
• Nurse Practice has progressed in its endeavor to develop an ER NPs certification as some states require certification to get paid
  ▪ Originally certification awarded through portfolios sent in to Certification Board but a written test is in development
• Recent ER violence:
  ▪ A patient was placed in lock down. Family retaliated with kicking guards, staff and police who responded. Family filed charges against security guards and police. Hospital was in support of family and not the ER staff. All policies at facility were pro family centered and not pro-nursing centered. Gangs are a huge issue.
• Nurse Practitioners were in Harrisburg to lobby for independent practice issues

➤ Recognition: Cheryl MacDonald-Sweet (Annual, Nominations, Elections)
• Applications for PA ENA State Awards have been slow to arrive. Deadline for sending in a State Awards application was extended to May 30, 2018. Deadline was extended as no Horizons this year. Information on the awards was circulated at Horizons last year and is posted on the website.
• 2018 elections will include the following positions:
  ▪ President Elect, Secretary, and Director.
  ▪ Any member can nominate themselves or a friend.
  ▪ Voting will occur at the August meeting. November is too late to have elections.

➤ Horizons: Donnie Nardelli
• Apps are available:
  ▪ To register for an event
  ▪ To track contact hours and perform course evaluations
  ▪ To provide PDF course down loads with a place for notetaking
  ▪ To notify any attendees of changes or alerts
  ▪ To provide local information.
• Horizons usually has 125-175 attendees.

A motion was made for Tyler to investigate apps that could be used for Horizons for registration, functionality, and cost. Motion was seconded and adopted.

• Horizon’s Hershey Lodge activities- free shuttle to Hershey Park and Troeg’s Brewery
  ▪ Troeg’s Brewery trip planned for Wednesday 6/5/19.
    ▪ Field trip will be taken to investigate this possibility to check out the lay out and possibility of meals in area
  ▪ Visit to Hershey Park w/ meal at Pavilion, reserved for 6/6/19
    ▪ Free shuttle from hotel to park
    ▪ Park tickets for evening $25 and full day ticket $29
    ▪ Holds up to 180 people
- Charge from $15.75-19.75 per person for the meal
- Need a head count prior to event
- If order more tickets than needed will get refunded for unused tickets but have to pay for any food No Shows

- Life Lion
  - Literally across street from hotel
  - May be able to fly in one day
- Trauma ER tour for those not in trauma area
  - Will check on a hospital in area for a trauma tour

- Unfinished Business

  ➢ PA ENA pin design for EN 18
    - Bev engaged a national designer through a friend who developed a bridge design
    - Leora had an outline for a design of where the three rivers meet with rhinestone in the middle, set in a purple background
    - Problem is a formal design is needed for National ENA to approve so the board will decide
    - Added rhinestones to either side of bridge pin design in border
    - Emergency Nursing 2018 on top of bridge and Pittsburgh, PA on bottom of pin as ENA logo is to be updated and changed

  ➢ National Update
    - Volunteers
      - Information and sign up for volunteers now on the website
      - Suggestion is to register for conference and volunteer on day not registered with 20 volunteers including 6 students registered so far
      - Volunteer T-shirt PA ENA Volunteer on front and Yinz Lost? on back
      - Volunteers from Pittsburgh area to accompany people who are alone to area restaurants near conference
      - Volunteers will have access to exhibit hall, state and chapter leader information session, and state volunteer areas
      - List of types include- greeters, registration, exhibit hall, advanced, lines, photographers, etc- check out website sign ups
    - Online Registering for conference
      - Process is difficult- no brochure to pick day to day events
      - Classes conflict with other classes
      - Some classes 2-5 hours long
      - Many classes are already closed
      - Education sessions offered during General Assembly
      - Time consuming
• Welcome table at airport - Airport was contacted
• Overall information is slow in coming from national with only a little information at a time
• General Assembly Day 1 PA ENA
  ▪ Lanterns
    ▪ 809 lanterns were purchased at a cost of $865.69 which will be used at each place at general assembly w/ candy around them
  ▪ Towels
    ▪ Towel sizes 15.5 inches x 13 inches 1.90 each with 10 x 10 print size
    ▪ Overall printing charge is $50 and can print anything on the towels, even logo or pin design
  ▪ T-shirts - National does not supply a T-shirt
    ▪ Gold with black print $7 each, xx $9 each, xxx $11 each
  ▪ Other fundraiser ideas
    ▪ Silicone card holders were < $1 each and Pop up for smart phones $3.10 for round and $2.60 for square with decision for lanterns and towels only
  ▪ Austin will provide for Day 2 of General assembly
  ▪ Horizons 2019 Teasers will be distributed to bordering states only

➤ Charitable projects
  • Brighter Day Project explanation at National
  • Code Chapter gathered 10 lb bag of contributions and Helen sent it to NC for tornado relief

**Lunch Break in room 12:00-13:00.**

➤ Strategic Plan (See attachment #14)
  • The strategic plan was changed from 7 pillars to 5. The pillars are listed on the front of the agenda with each pillar color coded. The pillars now include: Community, Knowledge, Quality and Safety, Advocacy, and Infrastructure. National ENA and State ENA to have same pillars.
  • Pillars worksheets were passed out to discuss the work done on the pillars so far.
  • The pillars are a work in in progress and can be changed as goals are completed or changed
  • Ideas on increasing membership under Community pillar were:
    ▪ Offer a small stipend to increase chapter member attendance at council meetings
    ▪ Increase student membership by 1% (cost to students is $50 a year for new grads)
      ▪ Partner with SNAP to attract new grads
      ▪ Reach out to students as volunteers
- Berk representative mentioned that most undergraduate programs offer no ER experience in their programs

➤ Millie Fincke Scholarship
- Established with contract signed
- $2000 annual PA ENA ENAF donation was slotted for endowment fund
- Scholarship will need $25,000 endowment (deadline for achievement is 2023) which is held for one year prior to awarding the scholarship
- Debbie is to go to Allegheny where Millie Fincke worked and reach out for donations from management and ER physician group
- Reaching out to Life Flight was started by Millie Fincke (Western Chapter), Also alumni at the University, to past ENA Presidents as Mildred Fincke was the third ENA president (Nancy Bonalumi)
- Add information to our website until endowment is established
- Announce the scholarship even though not established for donations

➤ SOP and Bylaw Review
- Leora volunteered to help with reviewing SOPs and Bylaws
- Mandated Bylaws include Education, General Assembly, Communication, IQSIP, Government Affairs, Membership, Recognition, Finance, and Nursing Practice
  - Need to add Horizons
- No SOP on what Finance and Recognition do
- Recognition is mentioned p. 4 of SOPs but not our process
- Mandated SOPs by National ENA include
  - Reserve Policy none at this time, Whistle Blower, Record Retention/Destruction, Chapter Creation, Chapter Probation, Federal Tax ID
- Recommended SOPS
  - Board Ethics Statement- which should cover all
  - Committee appointment process (mentioned in each committee how position appointed)
  - Policy for ad hoc committee(s) which can be done under bylaws, no SOP needed
  - Google Hangout/Meet needs a SOP
- SOP revisions- need to clean up verbiage
  - All SOPs need numbering that refers back to Table of Contents
  - Leadership on p. 5 does not list the criteria for the award
  - Changes posted for 30 days and then can be voted upon
  - Horizons information needs to be updated
  - Treasurer position is now a 2-year term not 1
  - Delegate limitations need editing to reflect choice criteria
  - Government Affairs budget for Day on the Hill
  - Voting by e-mail
- Bylaw revisions posted for 60 days then approve changes
Motion was made to initiate ad hoc committee to review and revise SOPs and Bylaws and appoint Leora as chair of committee. Motion was seconded and ad hoc committee was adopted.

- Ad hoc Committee created
  - Leora Wile as chair at enawile@aol.com
  - Will bring back all information in August, post changes for 30 days and vote on in November
  - Review schedule for 2019

➤ PA ENA chapter map
- Needs revision- Donny was to present new map, deferred to next meeting

➤ Call with National ENA Liaison Karla Nygren
- Awards and elections
  - Website will have who is running and why on ballot with a bio on each provided
- National Day on the Hill – great turn out, great asks
- Membership- 43,000 at the beginning of the year with 30% having their CEN
  - Goal for this year 45,000 with Goal for 2020 50,000
  - State challenge ended
- ENA 50th anniversary 2020 with National Conference in Las Vegas
- Board for 2018 is looking at revision of 29 policies, safety in the ER, nursing education, access to healthcare, and injury prevention
- Our theme The Lantern is With Us, Follow the Flame
- ENA is rebranding
  - New building, new look, new logo to increase membership
- Spring Symposium in Poland was well attended
- EN 18 registration on-line difficulties
  - No brochure to follow when registering
  - Unable to delete things
  - No class descriptions
  - Difficult to understand what registering for
- National website is hard to navigate-component relations is working on
- Call ended at 14:20 with hope she will attend our August meeting

➤ Google Hang-Out/Meet Update
- Web addresses are available
- Tutorial on website.

➤ Website Update (see communications section under committees)

➤ Horizons 2019 (see the committee section for Horizons’s report)
• New Business

➤ Awards and Elections (See Recognition report in Committee chair section)

➤ Brick for New National building which is presently under construction
  • ENA members, States and Chapters are asked to make brick donations for new National ENA building to honor our founders and past presidents
  • Bricks are $250 for 4x8 inch brick that can hold 3 lines of information AND $500 for 8x8 inch brick that can hold 6 lines of information
  • Money is available to buy a brick

*Motion was made to buy a $500 brick with “PA ENA in honor of those who paved the way” printed on our brick. Motion was seconded and passed.*

• Information Agenda

  • Use of ENA Logo on pins is under question as rebranding its logo
  • Member updates
    ➤ Sharon McGonigal unable to travel to meeting and offers out a hello to all
    ➤ Mary Bailey has moved to a retirement place near Abington Hospital
  • Many chapters voiced concern about the Football Pool Fundraiser
    ➤ Agreement that it is a great idea
    ➤ Concerns were about chapters collecting and distributing the funds and the number of Football Cards (170) necessary to sell to achieve pay outs to winners at $3400
    ➤ Fear of not selling enough Football Cards to pay winners
    ➤ Helen will work with a group of chapters to attain this goal

• Adjournment

*Motion to adjourn the meeting at 14:45 was made, seconded and adopted.*
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<td>President</td>
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<td>Cheryl McDonald Sweet</td>
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PENNSYLVANIA STATE COUNCIL
EMERGENCY NURSES ASSOCIATION
TREASURER REPORT

Balance as of
May 16, 2018

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September 2017

- Treasurer’s Report: Current balance $4,772.58
- Membership - discussed how to increase participation
  - Martin will put our meeting info in the communicator which goes out to staff bi-weekly
  - Martin will suggest to staff to use Berks ENA meetings as a personal goal for SuccessFactors
    - Other topics to discuss in the future: moving meeting days/times, having an online format
- Discussed officer positions
- Speaker: Dr. Stauffer – Airway Management and RSI

October 2017

- Treasurer’s Report: Current balance $4,768.58
- Large turnout from inviting new orientees, 4 of them took positions for 2018
  - 2 of the orientees offered to take on the Community Outreach role, which is something that we were not able to fulfill in 2017
  - 2 other orientees took the secretary and director positions
- All officer positions locked in
- Discussed adopting a family for Thanksgiving and two families for Christmas
- Speaker: Dr. Mishkin – Renal Emergencies

November 2017

- Will continue to discuss the Thanksgiving and Christmas families
- Will discuss our holiday gathering for December
- Speaker: Anita Boseck, MSW – Role of Mental Health Social Worker in the ED
Bux Mont ENA 2018 Minutes for PA ENA May 2018

Bux Mont ENA Info

Next Meeting:
- No meetings since February due to medical recovery of Bux-Mont ENA President
- Teddy Bear Clinic was held on April 24th 2018 at the Montessori Children’s House

Last Meeting:
- February 21, 2018 @ 19:00 in Conference room F behind Doylestown Hospital ER with
  - The Crime of Human Trafficking with Speaker Stephen White, retired police officer and head of Doylestown Hospital Security

PA ENA Meetings @ Ramada Inn in State College PA:
- May 18, 2018
- Thursday August 23rd (room code: PAENA08 for $79 room rate, king or double rooms if register by 7/22)
- Thursday November 8th (room code: PAENA11 for $79 room rate, king or double rooms if register by 7/22)
- DEADLINE TO RESERVE AT PA ENA rate is 30 DAYS BEFORE

Future National ENA Meetings:
- Next ENA conference
  - Pittsburgh, PA at the David L Lawrence Convention Center 9/26 to 9/29/2018
ENA Delaware County Chapter 51
Quarterly Report
6/17/18

Our chapter goals:
Continue with a focus on membership
- Engagement
- Retention
- Recruitment
- Improved communication

We have continued to struggle with chapter activity due to various officer and member conflicts. We continue to refocus and move forward.
Community Outreach - Gina Slobogin liaison
Fight heroin epidemic
Supporting local Vest a cop program
   Participating in golf outing
Supporting local Stop the bleed program
   Holding instructor training this month and working with vest-a cop to determine officers training schedule
Supporting Blessings in a Backpack Program

We are still looking at ways to improve communication. We are continue to focus on "out of the box" ideas such as on-line and conference call meetings. We are currently updating our website. (Nursing Network)

Submitted 5/17/18 by Pat Eckenrode

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Delco Chapter 51 President
Pocono Chapter 411 Report

Pocono Chapter has the highest membership it has ever had 77 Members

E-mail to members polling what their preferences are regarding opportunities for meetings.

Reminders sent regarding delegate application, volunteer opportunities, award information and link to new website.

Deborah Clark
Pocono Chapter President
ENA Meeting Minutes

04/18/18
Respectfully Submitted by Lauren Sosnoski, RN, BHS

In Attendance

Tracey Bixler (president), Lauren Sosnoski (secretary), Sarah Zalewski, Nicole Oman, Sara Watkins

Minutes:

Location: Cherokee Tap Room, Danville, PA
Time: 6-8
Speaker: Dr. Christoph Griessnauer (neurosurgeon)
Topic: Current management of large vessel ischemic stroke

Dr. Griessnauer provided information on strokes and stroke statistics. He primarily focused on large vessel ischemic strokes and the benefits of revascularization with the use of thrombectomy procedures. He did educate that tPA is useful; however, that only 8% of patients are eligible to receive it. He emphasized that thrombectomies or angioplasties are extremely helpful to patients with large vessel ischemic strokes up to 24 hours. He emphasized to us that we should encourage our ED physicians that large vessel stroke patients have more options, not just tPA, especially if they are out of the three hour window to receive it.

Next Meeting

June 2018, TBA
ENA Day on the Hill 2018

May 8-9, 2018

Attendees: Megan Parks, Gina Slobogin, Elizabeth Long

Updates:
● Legislative Updates from representatives
● ENA Board updates with Jeff Solheim

Training:
● Reviewed the ENA's "asks" for 2018
● Training in how to address Congresspersons
● Networking opportunities

Issues:
● Health care Workplace Violence Prevention Act - ensure that health care employers who accept payments from Medicare and Medicaid take specific steps to prevent workplace violence and ensure the safety of patients and workers (House)
● Good Samaritan Health Professionals Act - amends the current law (Volunteer protection Act of 1997) to provide limited liability protection against both federal and state civil actions for licensed health care professionals who volunteer during a federally-declared disaster (House & Senate)
● Mission ZERO Act - allow armed forces to partner with a local trauma center to embed military trauma providers into the facilities (Senate)
● SOAR to Health and Wellness Act - improve care for victims of human trafficking by creating a new pilot program to better equip health care professionals with the tools they need to identify victims of human trafficking (Senate)

Meetings:
● 7th Congressional District of PA - former rep. Meehan's office - Julie Nolan - discussed Healthcare Workplace Violence Prevention Act & Good Samaritan Health Professionals Act
● Senator Casey's office - Doug Hartman - discussed SOAR, Mission ZERO & Good Samaritan Health Professionals Act
● We were able to drop informational folders at the offices of: Senator Toomey, Rep. Barletta, Rep. Brady & Rep. Costello

Additional Info:
● PSNA is looking for Legislative Ambassadors - information can be found on their website
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Additional Info:
- PSNA is looking for Legislative Ambassadors – information can be found on their website
ENA Connections magazine with several Injury prevention articles/downloads in the May issue:

Fake Pot: There has been an increase in cases of asthma, reactive airway, impaired driving and accidents due to it. SCB is easily available in smoke shops and convenience stores. Many are very potent.

Behavioral Health length of stays are running about 18 hours with many threats to staff. Emergency departments are loud and chaotic and they are finding that admitting these patients to the floor creates a safer calmer environment.

Summer Injuries as we embark on memorial day and the unofficial start of summer need to be aware of signs and symptoms of heat related injuries. Those that work outside such as construction workers, lifeguards, and mail carriers are exposed to long periods of being in the sun that can lead to Heat exhaustion, stroke, cramping, and even Rhabdomyolitis. Increase in falls and injuries related to 4 wheelers, horses, swimming pools, fireworks and musculoskeletal due to outside activities.

Please be sure to report specific Injury Prevention activities with dates, event, audience so that information is available for the state award.
Hi Ladies,

Attached I have several "mock ups" of possible charms for the Alex + Ani type bracelets. Please look them over and let me know your thoughts.

What you see in black will be raised. They will be Antiqued either silver or gold tone. They are "to size" at 3/4".

Sharon, I hope you got my e mail with the Yinz fonts?

Thank you both!

Lois

Shearer Advertising Specialties, LLC
401 E. Louther St.
Carlisle, PA 17013
717-243-0000
www.sheareradv.com
Delegate Application

Posted about 1 hour ago by Deborah Clark (https://www.nursingnetwork.com/nurses/280711-deborah-clark)

This announcement has 1 attachment:

Delegate applications must be submitted no later than JULY 30th.

DELEGATE SELECTION (from PA ENA SOP's)

I. PURPOSE
To define the procedure for the most equitable method of selecting delegates to represent PA-ENA at the annual Emergency Nurses Association (ENA) General Assembly House of Delegates.

II. PROCEDURE
A. Delegate Application
1. Any member of the organization, in good standing, may apply to represent the PA-ENA State Council at the ENA Annual General Assembly.

2. Members must have attended at least fifty percent (50%) PA-ENA State Council meeting from July 1 of the preceding year through June 30th of the current year
   a. If there are fewer delegate applications than allotted slots the remaining slots will be filled at the discretion of the BOD and General Assembly Chairperson.

3. Applications will be available at least 60 days prior to the application deadline.

4. Term of delegate responsibilities shall commence upon acceptance of delegate position and cease when General Assembly is concluded and all obligations as a delegate have been met.

B. Delegate Selection
1. The officers of the PA-ENA State Council are to serve as delegates in the following order: President, President-elect, Immediate Past President, Secretary, Treasurer, Treasurer-elect, Committee Chairs, and one chapter representative.

2. The remainder of delegates are selected from applications that meet all stated criteria.

3. All delegate applicants must be current PA-ENA members and hold current unrestricted nursing licensure in the state of Pennsylvania. If selected as a delegate or alternate, these requirements must be maintained until the General Assembly is concluded and all obligations as a delegate have been met.

4. Each interested PA-ENA member is responsible for initiating and completing the application for the delegate selection process.

5. Applications must be submitted to the Membership/General Assembly Committee Chair on or before July 1st. Mailed applications must be postmarked on or before July 1st. Applications not postmarked by the deadline will not be considered.

https://paena.nursingnetwork.com/nursing-news/114911-delegate-application-
6. Selection of delegates will be made by the Membership/General Assembly Committee. The total number of delegates selected will be based on a membership quota assessed by the national office.

7. Selection of delegates will be announced by the Membership/General Assembly Committee Chair.

8. In the event that the Membership/General Assembly Committee Chair receives applications in which there are more applicants than available delegate position, a lottery will be held. Alternate delegates will be selected from applicants not initially chosen.

9. Attendance at the PA-ENA State Council meeting immediately before General Assembly is mandatory for all selected delegates and alternates.
Pennsylvania State Council
Emergency Nurses Association

Application for State Delegate General Assembly 2018

Name: ____________________________________________

Address: ________________________________________

________________________________________________________________________

Phone #: ____________________ Email __________________________

Chapter: _______________________ Chapter # __________

**ENA Membership No: __________ (This is mandatory)

Are you the designated delegate from your chapter? (circle)

Yes
No:

Is this your first time as a delegate? Yes No

Eligibility Requirements:

1) Current active member in good standing with ENA.

2) Attendance at 50% of all scheduled chapter and state meetings since the 2017 General Assembly

3. Fulfilled ONE of the following:

A. Served in elected or appointed position on the local, state and or national level during the past 3 years.

   Local: Yes No Position ______________________ Yr ______

   State: Yes No Position ______________________ Yr ______

   National: Yes No Position ______________________ Yr ______

B. Participated in at least 1 of the following activities related to Emergency Nursing since the 2017 General Assembly.

   1) Lecturer or chapter activity, i.e. fund raising, public education, etc.

   2) Research in Nursing:

       Yes No Explain: ______________________________________

       ______________________________________________________

   3) Publishing in topics related to emergency nursing:

       Yes No Explain: ______________________________________
4) Current Certification in Emergency Nursing (CEN)

Yes  No  CEN#  Exp. Date

Applications are to be signed by your Chapter President. When the Chapter President is the applicant, another Chapter Officer must sign the form.

***If you are unable to have your Chapter President sign your application, still send to me and I will follow up with the Chapter President.***

I verify that the statements on this application are true, and endorse this applicant as a delegate for Pennsylvania to the National Emergency Nurses Association General Assembly, September 25th & 26th, 2018 at the David L Lawrence Convention Center in Pittsburgh, Pennsylvania.

Signature of Chapter President (or other Officer for President)

Date:

Send completed applications to:

Beverly Mueller
3636 Falmouth Drive
South Park, Penna. 15129
Home email: beverlymueller@verizon.net
Home phone: 724.348.8605
Cell phone: 412.398.4970

**DEADLINE: June 30, 2018**

Please submit all applications to me via email or snail mail by deadline.

To be eligible to participate as a Delegate and receive your stipend from Pennsylvania State Council, the following must be met without exception:

1. Be a current active ENA member in good standing with ENA.
2. Attend at least 50% of all chapter meetings since the last General Assembly.
3. Attend at least 50% of all State Council meetings since the last General Assembly.
4. Attend the Delegate meeting on August 23, 2018 the evening prior to the August 24th State Council meeting.
5. Complete the online General Assembly Orientation by the due date and bring a copy of your certificate to the General Assembly.
6. Be present for the entire General Assembly sessions.

Online delegate orientation **MUST** be completed prior to the date listed on the ENA website AND before General Assembly in order for you to receive your stipend from State Council.
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<tr>
<th>Community - Pillar 1</th>
<th>Objectives</th>
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<tr>
<td>2020 Vision</td>
<td>ENA is recognized as the authority and premier membership organization for emergency nursing community</td>
<td>1. Engage and support ENA state and chapter components</td>
<td>1. Support chapters to attend state council meetings and become more involved 2. Appoint a board liaison to each chapter with attendance at 1 meeting/year.</td>
<td>Continue to provide financial support per bylaws and implement a means for virtual attendance.</td>
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<td>2. Increase PA ENA membership through a creative recruitment and retention experience</td>
<td>1. Advertise the benefits and value of ENA membership</td>
<td>1. Increase membership by a total of 2.5% yearly through 2020. 2. Renewal membership will maintain a rate of 80%.</td>
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<td>3. Develop and implement a student outreach plan that introduces students to the emergency nursing specialty</td>
<td>1. Increase membership of students and new graduates by ___% by 2020 year end.</td>
<td>1. Membership of students and new graduates will increase___%.</td>
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<td>4. Develop strategic partnerships and collaborative relationships that advance the profession of emergency nursing</td>
<td>1. Maintain the relationship with PaAFN, PaACEP, and PEHSC</td>
<td>1. A State Council member will be appointed as a liaison to each organization and have 1 in person or phone meeting with a representative annually.</td>
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<td>5. Advance philanthropic support of emergency nursing education and research through the ENA Foundation</td>
<td>Establish an endowment to support the Millie Fincke scholarship</td>
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| ENA is recognized as the premier authority for emergency nursing education, research and practice resources. | 1. Develop and disseminate high quality innovative ENA educational programs and resources | 1.) Increase the total number of persons completing ENA branded continuing education  
2.) Expand TNCC/ENPC courses.  
3.) Provide a combined calendar that is kept current with all ENCP, TNCC, CEN, CTEN, CPEN, CFEN offered within the state. | 1.) Increase attendance at statewide TNCC and ENPC courses by 5% | 1.) Work with National to make instructor training more available.  
2.) Have monthly website notifications that encourage attendance of free online ENA CEUs |
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<td>ENA defines the standards for quality and safety in emergency nursing practice.</td>
<td>1. Expand advocacy to foster global recognition of ENA as an influential voice for safe practice, safe care in emergency nursing</td>
<td>1. Support educational and IQSIP activities in PA and nationally.</td>
<td>1. Each chapter in PA will conduct/sponsor at least 2 educational and safety events per year.</td>
<td>1. Provide resources and support to each chapter to assist in meeting the metric.</td>
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<td>ENA is a leading influential voice on emergency healthcare policy and regulatory issues.</td>
<td>1. Provide leadership to ENA and its members on legislative and regulatory issues impacting emergency care</td>
<td>1. The Government Affairs Chair will report on applicable issues and encourage PA members to communicate with their legislators.</td>
<td>1. The Government Affairs Chair will attend Day on the Hill, along with the maximum number of PA members allowed. 2. The attendees of Day on the Hill will become active members of the Government Affairs Committee and attend 50% of PA State Council Meetings.</td>
<td>1. The Government Affairs Chair will engage the members who participate in Day on the Hill to be active committee members.</td>
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<td>2. Increase visibility and participation in legislative and regulatory advocacy to promote patient and community safety and excellence in emergency nursing practice</td>
<td>1. Participate in ENA Day on the Hill as well as other activities that will make the voices of emergency nurses heard by our government.</td>
<td>1. PA ENA will participate in Day on the Hill by sending the Government Affairs Chair, and at least 1 other state council member to the maximum allowed.</td>
<td>1. The Government Affairs Chair will engage the members who participate in Day on the Hill to be active committee members.</td>
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<td>Investing in people, technology, and facilities to advance ENA's mission.</td>
<td>1. Implement best in class technology to support development and delivery of leading-edge education, research, and practice resources</td>
<td>1. Ensure that all members have virtual access to meetings. 2. Assure that all records are securely stored.</td>
<td>1. PA ENA will conduct at least 50% of meetings with a virtual option in 2018, and 100% in subsequent years. 2. All minutes and other documents will be moved to Google docs by 1.1.19.</td>
<td>1. Utilize Google products to conduct meetings and store documents.</td>
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<td>2. Manage expenses and resource utilization consistent with ENA's objectives and goals</td>
<td>1. Streamline financial records.</td>
<td>1. All financial records will be electronic as of 1/1/2019.</td>
<td>1. Utilize financial software such as QuickBooks to keep financial records.</td>
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