

RNAO Windsor-Essex Chapter Executive Meeting Minutes
Monday May 14th, 2012 ~ 18:30-20:20

Location: Armando's on Cabana

Meeting over Dinner –

Present: Jennifer, Veronika, Kelly, Crystal, Cheryl, Pat

Regrets: Lynda, Kim, Amanda

Welcome

Budget Update: Veronika reported that we have \$3836.75 in our account. She has applied for regional development funding for the Mar 31st event & will apply for funding for Nurses Week events once all receipts are obtained.

Debriefing:

RNAO AGM 2012:

-Jennifer reported that Health Minister Matthews announced funding for NQUIRE, which is a database for outcome measures of BPGs. Also, BPGs are now being used in the USA, Chile, Spain, Australia & Italy. Jennifer said that many of the BPGs are acute care based & suggested that an idea for a future resolution could be that our chapter suggest that more BPGs be developed/adapted for community, long term care or education sectors.

-As of Feb 28th, 2012 Windsor-Essex Chapter has 952 members. Membership targets for our chapter as reported by RNAO Home Office = increasing our membership by 139.

-Jennifer reported that in the 2011 Annual Report, there was an overview and update relating to our chapter's resolution advocating for a review of the Nursing Education Initiative process (the full document can be found on the RNAO main website at www.rnao.ca). Crystal had a copy of the annual report and showed it to everyone at the meeting. A copy of the overview and update will be posted on www.windsorsexrnao.org site for more details.

-As well, at the AGM it was discussed that chapters are able to decide when they want to hold elections. The group reinforced that a good time would be to hold chapter elections at our Fall Chapter AGM. Jennifer mentioned that some chapters elect voting delegates for the RNAO AGM at the same time as elections for Executive positions. The general consensus on this was that group felt that this was not beneficial since Voting Delegates should be members highly involved in Chapter activities (i.e. members who regularly attend meetings & events). Instead the group felt that we should endeavour to choose our Voting Delegates & Alternates for the RNAO AGM, in the fall after Chapter Elections have been completed. This way we are not scrabbling to find Voting Delegates & Alternates in the spring.

Lois Fairley Award:

-Pat reported that 21 nominations were received for 12 nurses. 7 nominations were received for the winner, Ursula DeBono, who is the Pediatric Oncology Satellite Coordinator at WRH. The award ceremony took place at the Hospice of Windsor on May 2nd and was very well attended. There was approximately 30 present. All previous Lois Fairley award winners were present as well. There was media present from AM800, CBC radio, CBC television, Windsor this Week and the Windsor Star. All of them reported about the award. Pat wrote up and sent out Thank You letters to all the nominators & congratulatory letters were sent to all nominees. A thank you letter was also sent to the Hospice for hosting the event & for supplying the refreshments. Jennifer posted pictures on our chapter website.

National Nursing Week Insert in the Windsor Star:

-Lynda did another great job of taking the lead in organizing this year's insert. There were many positive comments received about the insert, which was 8 pages in length and full colour. The executive is thinking about succession planning related to the insert for next year. Lynda informed the group via email that thank you flowers in Chapter Mugs were sent to the Windsor Star staff who assisted with the insert. Pat also circulated thank you cards that Executive Members signed and Jennifer will drop them off to Lynda, who will distribute them accordingly.

Take Your MPP to Work Events:

-MPP Piruzza had said that she would like to visit a nursing workplace on Saturday, May 12th, but that proved difficult due to scheduling conflicts. Jennifer spoke with Karen McCulloch from WRH and also with Liz Haugh from WECHU who both said they would be interested in hosting MPP Piruzza and they would work around her schedule. Jennifer will be following-up with coordinating this. As well, Carolyn Davies is working on providing Taras Natyshak with a similar experience in the community.

Action Item: Jennifer will follow up with WRH, WECHU & MPP Piruzza to set something up. She will also check with Carolyn Davies to see what has been arranged for Taras Natyshak.

Social Media Status Update:

- Mercedes has posted a couple items on our RNAO Facebook page over the past few months. We currently have 27 followers on it.
- Jennifer mentioned that the RNAO main website has been revamped and the web address is now www.RNAO.ca
- Jennifer asked whether the Executive thinks we should revise our chapter website address to:
 - 1) Shorten it (e.g. www.WErnao.org)
 - 2) Change the URL Domain Name Ending to mirror Home Office's (e.g. www.windsorsexrnao.ca)
- Jennifer advised that any change to our website address would cost a small sum of money, likely under \$20. The group discussed the pros and cons, and in the end decided to leave the website as is for now.

Student Events/Initiatives Update:

- Jennifer has been in contact with our new student Rep from the University of Windsor Jennifer Peters. She is away for the summer but will be back in the fall. In the meantime, she would like to be included in email communications so she is up-to-speed upon her return to Windsor.
- Crystal will look into the new grad RNAO membership. Kelly reported that new grads must call RNAO about it - it cannot be done online.
- Cheryl reported that she is still trying to follow up with faculty about an event for both BScN & RPN students for the fall.
- Since St Clair College students are automatically RNAO members, we will plan to go to speak to U of W students in September, & will go to St Clair College in October.

RN Exam June 6th Event Planning:

- Crystal has been in contact with Professor Pfaff from U of W, who is having someone make a chocolate syringe favour to hand out to the graduates when they finish their exam. Professor Pfaff has okayed that we can add our congratulatory message to it. Pat, Kelly & Cheryl will help with this. Jennifer will try to be there. Crystal will let us know the location as soon as she know.

Action Item: Crystal has volunteered to prepare the congratulatory messages to be attached to the favours as they are being wrapped.

CARE Centre June 20th Event Planning:

- Jennifer & Kelly will meet with & give a presentation to the internationally educated nurses from 5 – 7pm. Kelly has put together a flyer for it & it will be distributed to RNAO members & other nurses asap.

Discussion re Official Chapter Name & Logo:

- Jennifer reported that we had a total of 38 responses to our survey, 37 indicated that members would prefer the chapter name to be Windsor-Essex.

Action item: Jen will follow up with Home Office as to what our next step is to change our official chapter name.

Discussion re - Promo Items:

-Kelly brought a list of a few companies that we could use & their prices for promo items. Minuteman is a local company that seemed to have the best prices. We will get business cards printed up with our logo, our website & the RNAO website on them. We will hold off on ordering thank you cards until we use up the ones we currently have.

Round Table:

-Jennifer handed out some of flyers for the Centres for Senior's pasta fundraiser that will take place Sunday June 10 from 2 – 6 pm at Legion Branch 255. The address is 5645 Wyandotte St East, Windsor. Anyone is invited to attend. We also agreed that our chapter will donate a door prize of up to \$50.

Action Item: Jennifer to obtain door prize and drop it off to the CFS Windsor.

Newsletter:

-Kelly will work on the membership area. Cheryl will look up some interesting facts to add to the newsletter. Crystal, Mercedes and Pat also offered to assist. The goal is to have a draft ready for our next Executive meeting on June 18th.

-Kim had suggested to Jennifer that perhaps we could have a “fun” chapter event. Ideas put forward were Tai Chi, bowling, & zumba. No definite plans were made though.

Adjournment at 20:20

Next Meeting Scheduled for: Monday June 18th, 2012 at 6:30pm

Location: Taza Restaurant 350 Cabana Road East (beside Armando's)

Scheduled RNAO Executive Meetings 2012

Monday January 16th – Armando's on Cabana

Monday February 13th – Smoke & Spice 7470 Tecumseh Rd. East

Monday March 19th – Armando's on Cabana

Monday April 16th – Jen's House

Monday May 14th - Armando's on Cabana

Monday June 18th – Taza Mediterranean restaurant - 350 Cabana Road East

July – Summer Break

Monday August 20th –

Monday September 17th -

Monday October 15th -

Monday November 19th -

Monday December 10th -