

## Meeting Minutes

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January 13, 2017

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Members present: See sign-in sheets

Members absent: N/A

Guests: See sign-in sheets

### 1. Call to Order

#### a. Establish Quorum

**Discussion/Summary:** All members present

**Motion:**

**Action:** We have a quorum

#### b. Welcome/Introductions

#### c. Adoption of Agenda

**Discussion/Summary:** Amended

**Motion:** Adopt agenda as amended

**Action:** Motion carried; motion passed unanimously.

#### d. Discussion of whether to fund TxENA committee chair elects

**Discussion/Summary:** Survey of guests whether chair-elect assistance would be beneficial. If funded, guidelines would be developed as to responsibilities of chair-elect. Committee chairs will be asked to discuss with their chair-elect if assistance is needed.

### 2. Treasurer's Report

**Discussion/Summary:** Review of treasurer's report (attached)

**Motion:** To accept quarterly report

**Action:** Motion carried; motion passed unanimously.

### 3. Proposed Budget

**Discussion/Summary:** Balanced budget reviewed

**Motion:** Motion to approve proposed budget to present at State Council.

**Action:** Motion carried; motion passed unanimously.

### 4. Free Standing ED task force

**Discussion/Summary:** Meeting at lunch today to develop task force.

**Motion:**

**Action:** Members are invited to attend if interested

5. Finance committee report

**Discussion/Summary:** Discussion on new programs of website and newsletter advertising SOP, Texas ENA Legacy Circle and Texas ENA foundation to be reviewed and hopefully completed at 2<sup>nd</sup> quarter meeting.

**Motion:**

**Action:** President will appoint an ad hoc committee for the organization of the Texas ENA Foundation. Report at 2<sup>nd</sup> quarter meeting.

6. Strategic plan

**Discussion/Summary:** 2017 strategic plan reviewed and amended by Board.

**Motion:** Motion to approve strategic plan to be presented to State Council.

**Action:** Motion carried; motion passed unanimously.

7. Dare to Care Bereavement/catastrophic fund

**Discussion/Summary:** Proposal to develop outline and application for a catastrophic fund for TxENA members

**Motion:**

**Action:** Ad hoc committee to be formed to develop outline and application for bereavement/catastrophic fund.

8. Chapter/Committee updates

**Discussion/Summary:** Discussion on changing quarterly report presentation so that 1<sup>st</sup> quarter report reflects activities January through March, 2<sup>nd</sup> quarter report reflects activities April through June, 3<sup>rd</sup> quarter report reflects activities July through September and 4<sup>th</sup> quarter report reflects activities October through December, and being reported in January. A similar committee report has also been developed and the draft sent to committee chairs for review.

**Motion:** Motion to change reporting strategies as outlined above.

**Action:** Motion carried; motion passed unanimously.

9. Chapter Compliance

**Discussion/Summary:** Two chapters are in jeopardy. At least one chapter is in attendance, unknown if 2<sup>nd</sup> chapter will be attending. If that chapter does not attend, they will have gone 4 quarters without attendance.

**Motion:**

**Action:** President will be notified if East Texas chapter does not attend 1<sup>st</sup> quarter State Council meeting.

10. State Council Achievement Award Application

**Discussion/Summary:** In process with a deadline of Feb.

**Motion:**

**Action:** Board members will complete their assigned portion of application and return to Marcia.

11. PTSD Research Study

**Discussion/Summary:** TxENA is part of a study with TCU on PTSD and ED nurses. Need participation, article will be written in Newsletter.

**Motion:**

**Action:** Recommendations from Nursing Practice Committee on methods for dissemination

12. Website and Newsletter Advertising and Investment policy

**Discussion/Summary:** Investment policy was approved in April, 2016. Final document to be posted on website. Website and newsletter advertising SOP to be reviewed and reported at 2<sup>nd</sup> quarter Board meeting.

**Motion:**

**Action:** Investment policy will be posted on website, website and newsletter advertising SOP to be reviewed and reported at 2<sup>nd</sup> Quarter TxENA Board meeting.

13. HIV testing in the ED

**Discussion/Summary:** Discussion on CE presentation on above is available to interested chapter/parties

**Motion:**

**Action:** Motion carried; motion passed unanimously.

14. Nurse Scientist Request

**Discussion/Summary:** Discussion on request for survey on use of robots in ED. Questions on what a robot could be used for in the ED.

**Motion:**

**Action:** Lynn Kelley to obtain more information on what the nurse scientist is asking from TxENA.

15. Freestanding ED and Workplace Violence



Texas ENA Board of Directors Meeting  
January 13, 2017  
San Antonio, TX

**Discussion/Summary:** Mary Leblond presented the results of a workplace violence study requested by the Texas Legislature. Mary will review at State Council meeting. Information that nursing homes and free-standing EDs have a high incidence of workplace violence, are not reporting, and are not covered in present legislation.

**Motion:**

**Action:** Full report in State Council meeting tomorrow with future actions from NLAC and legislation

16. Meeting Adjourned  
12:01 CST