



Texas State Council

Texas ENA State Council
 July 14th, 2018 9:00am – 4:00pm
 Memorial Hermann Hospital
 Katy, Texas

Texas ENA 3rd Quarter Business Meeting Minutes

Board of Directors Members Present:

President	Steven J Jewell, BSN, RN, CEN, CPEN	San Antonio Chapter
President-Elect	Melanie Aluotto, MSN, RN, CEN, NEA-BC	Houston Chapter
Treasurer	Dan DiDonato, BSN, RN, CEN	Texas 10-59 Chapter
Treasurer-Elect	Polly Johnson, RN	West Texas Panhandle Chapter
Secretary	Carol Twombly, MSN, RN	San Antonio Chapter
Director	Jody Bauer, MBA, MSN, RN	Dallas County Chapter
Director	Chrissie Richardson, MS, RN, CEN, CPEN	Central Texas Chapter
Past-President	Marcia Fuller, MAHN, BSN, RN, CEN, CPEN	Rio Bravo Chachalacas Chapter
Parliamentarian	Barry Hudson, BSN, RN, CPEN	Tarrant County Chapter

Other attendees – see sign-in sheets

Minutes

1. Call to order Steven J Jewell
 Meeting was called to order at 0901.

2. Invocation Barry Hudson

3. Parliamentary procedure Barry Hudson
 Delegates, Board members, and past presidents can participant in discussions and vote. 1 vote only. Guest may participate last when recognized by the President. While the Parliamentarian doesn't vote even though he is a member of the Board, he will be voting as a past-president.

4. Official delegate count Barry Hudson
 Have a quorum. All chapters represented. No members attending the meeting via WebEx.

5. Approval of agenda Delegates
 Request to move pediatric report to an earlier time slot, add Resolutions in the Committee reports and allow 15 minutes for discussion. Agenda approved with additions.

6. Approval of minutes April 13th, 2018 Delegates
 Recommendation: make sure the agenda minutes are posted on the website 2 weeks in advance of the meeting
 Minutes approved with no changes

7. Introductions
 - a. Current National board members present – 0
 - b. Past state presidents: 8
 - c. Recognition of CEN, CPEN, CFRN, CTRN, TCRN, SANE, and FAEN/FAAN: Done
 - d. Members: Done
 - e. New members/ first time attendees – 3
 - f. Guest - 0
 - g. Students – 0

8. Board reports

- a. President Steven J Jewell – see report
 - i. Signed contract with Legislative Lobbyist Kevin Stewart after receiving the required 2 positive references from the Executive Director of TNA and the President of the Texas School Nurses Association.
 - ii. After the explosion at Coryell Memorial Hospital in Gatesville, visited Coryell, Scott White Temple and Parkland which were inundated with burn patients. Steven attested to the quality of care provided by these facilities after receiving a number of these patients at SAMMC. Visited all 3 facilities and took them pizza.
 - iii. Brazos Valley SIG attending the meeting today.
 - iv. Annual ENA Awards: Sally Snow received Pediatric Readiness Improvement Award, Ingrid Steinbach received the Behind the Scenes Award, and Mission Hospital Emergency Department (Texas) was awarded the Team Award.
 - v. ENA Foundation State Challenge
 - 1) Texas lead the State Challenge charge by collecting \$41000+ which was 19.4% of total raised. Missouri was next with \$27,000.
 - 2) All 50 states participated and \$211,000+ was raised.
 - 3) Foundation Board challenged the Board of Directors. ENAF Board raised \$36,000. ENA Board of Directors lost. They will sign Deep In the Heart of Texas during National. Steven would like Texas delegates to sing with them at National.
 - 4) ENAF Scholarship Committee awarding \$403,000 in scholarship this year.
 - vi. Will be holding auction at lunch today with funds being designated for the Ansley Fund.
- b. President-Elect Melanie Alutto - see report
 - i. Brazos Valley had meeting with CNE. Continues to work on required documents.
 - ii. Trying to broaden Operational Manager recruitment – have two applicants.
 - iii. Posted survey on Texas Facebook – questions regarding next year.
 - iv. Will be speaking at National and possibly the regional conference in Florida
- c. Treasurer Dan DiDonato – see report
 - i. Working with East Texas Chapter – well represented today.
- d. Treasurer-Elect Polly Johnson – see report
 - i. Retired from stretcher side
 - ii. Working with El Paso Chapter. Their representatives are here and the Chapter is up and running.
 - iii. Continue to learn treasurer work.
- e. Secretary Carol Twombly - see report
- f. Director Jody Bauer – see report -
- g. Director Crissie Richardson – see report
- h. Past-President Marcia Fuller – see report
 - i. Recognizing Rio Bravo Chapter – took memorial monies sent to the chapter after loss of Ingrid Steinbach and used it to found \$7,000 in Texas scholarships in Ingrid's name. \$1,000 for next seven years. Ingrid received her Masters degree 2 weeks before she died.
 - ii. October meeting will have elections for President-elect, Secretary-elect, 1 Director.
- i. Parliamentarian Barry Hudson – see report
 - i. Stop the Bleed Course – will be working with 200 administration staff, teachers, support staff and high school seniors to ensure they received the course
 - ii. Every chapter here at this meeting.

9. Chapter reports

- a. See reports for chapters
- b. Brazos Valley Sig: Have had three meeting so far with 15-20 attendees at each meeting. Having CNEs speakers at meetings. Kevin McFarland was one of the speakers. Community involvement is increasing with local hospitals sponsoring meetings. Working bylaws Kevin CNE

Action Section – votes required

10. Treasurer's Report Dan DiDonato
- a. See report.
 - b. Reports are from June 30, 2018, end of the 2nd Q.
 - i. Checking Account – Slight increase. TNCC and ENPC contributed to increase. Greatest expenditure upcoming with the delegate stipends to be paid out.
 - ii. Saving Account Slight increase due to interest received
 - iii. Morgan Stanley Smith Barney - Slight increase due to interest received.
 - iv. Total Assets Change – Increased but these monies will be used to help pay for delegate stipends.

Treasurer's Report Approved

- c. Budget Working sheet
 - i. TNCC is at 62% or 12% more than expected for 2nd Q.
 - ii. ENPC is moving closer to goal with 56.42% of expected revenue
 - iii. Membership is down
- d. Analysis Column – identifies how far ahead or behind in a line item is when compared to budget. Also identified funds from completed items which may be available for reallocation.
 - i. Revenue:
 - 1) Donations are as shown but expect to have more this quarter due to Ansley Fund auction.
 - 2) Corporate Alliance is down but are obtaining additional sponsors this quarter.
 - ii. Expense:
 - 1) Board travel, board liaison travel, chapter support are slightly high but on track
 - 2) Committees – Committee chairs please review and speak to Dan if need be
 - 3) Conference at Sea - protected \$33,750 revenue and expenses. Overall lost \$800
 - 4) ENAF – TxENA sent Mary Leblond and Vici Patrick scholarships \$5,000/each, plus additional \$20,000
 - 5) Donation to Treasurer from individual and chapters for the State Challenge have been sent to the ENAF.
 - 6) Delegate assistance budgeted for \$54,000. Will be paid end Q3 or Q4.
 - 7) Legislative Lobbyist was paid in June for July - \$1,000
 - 8) Taxes – initially budgeted \$1,000 when anticipated Dan doing taxes. But decision was to have independent CPA firm do 2017 taxes. Cost - \$2887.50.
 - 9) SCLO - only spent \$15,150 so have \$2,850 potentially available for reallocation
 - iii. IRS 990 – submitted extension and 990 form with a copy going to national.

Informational Section

11. Awards & Honors Gala Christine Russe
- a. We need to celebrate our accomplishments and those of our members at the Oct 12th Awards Gala. The theme is Suits and Boots. Dress is semi-formal. Menu to go along with theme. The flyer is on website. Networking will start at 1830. Cam Brandt will be the MC. Chris Dillenger – ENA Liaison will attend. Still need sponsors for Gala.
 - b. Sept 20th last day to get booking at Hilton – let Christine know if you have problems. Must RSVP to Gala.
12. Chapter Compliance Carol Twombly
- See report. Still awaiting some reports from Q2. Currently receiving Q3 reports
13. Cruise conference update Carol T., Dan D. & Bre W.
- Conference had 10 CNEs and 38 attendees including speakers. Evaluations indicated speakers/topics were well received. Had some technical difficulties with the A/V equipment which will be taken into considerations for the next conference. Attendees indicated they had a good time and wanted another Conference at Sea. Being planned potentially for 2020. Almost broke even on the conference with a loss of \$800.
14. Legislative lobbyist update Cassandra Campbell

Did sign contact after receiving evaluations. Government Affairs please as he is on top of information. Mr. Stewart please due to number of committee nurses are on.

15. Association operations manager update Melanie Aluotto
Q2 approved operational manager. Have posted job description on various website. Investigating posting it on ENA Career Center at cost of \$300 - \$500 Have received 2 applications. Hoping to increase that number and begin interviews in next couple of months
16. Committee updates
- a. Pediatrics Justin Millici
See report
- i. CPEN Review Course scheduled for Oct. 12th – flyer is available. Scott Deboe will be presenting and is a great lecturer. Advertisements sent to chapter presidents and ENPC instructors /course coordinator.
 - ii. State Pedi & Trauma Chairs Webex scheduled for June was postpone until July 30th.
 - iii. Have heard some discussion regarding PALS vs ENPC by some hospitals. Believe ENPC more comprehensive course.
 - iv. Have 4 new PICERS. 3 faculty meet requirements.
 - v. There is a motion to other committees to consider asking/encouraging school districts to train teachers and aides on Stop the Bleed and to place kits where there is an AED.
 - vi. New version of ENPC in final stages
- b. Awards & Honors Christine Russe
See report
- i. There is a Cowboys home game the weekend of the Gala. Need to make hotel reservations early.
 - ii. Annual ENA Award winners:
 - 1) Behind the Scenes Award: Ingrid Steinbach, RN, CEN (posthumous)
 - 2) Nursing Education Award: Steven Jewell, BSN, RN, CEN
 - 3) Nursing Competency in Aging Award: Pedro Mercado, RN
 - 4) Pediatric Readiness Improvement Award: Sally Snow, BSN, RN, CPEN, FAEN
 - 5) Team Award: Mission Hospital Emergency Department (Texas)
 - iii. Annual TxENA Award winners:
 - 1) Nursing Education: Christine Chizek (Rio Bravo Chachalacas)
 - 2) Nursing Practice and Professionalism Award: William (Bill) Barbre (San Antonio)
 - 3) TxENA Award winners will be submitted to the ENA for consideration in 2019.
- c. ByLaws & SOPs Karima Durrazai
See report
- i. Working on chapter bylaw review/approval by committee. Still have 8 chapters which need to be submitted. Will contact chapter presidents. Committee need to receive changes back by Oct. 15th.
 - ii. SOPs - several committees working on their SOPs.
 - iii. Will send reminder out in October that 2019 1Q is official SOP review year. Will need next chairs to do the reviews.
- d. Council of Presidents Marcia Fuller
See report
- i. Bre Ward provided a presentation at the meeting regarding use of media.
 - ii. Obtaining CNEs outline was provided by Carol Twombly. Copies are available at the meeting and will be posted on the website
 - iii. Kris Powell updated Outreach to Teach list of presentation. Will be posted on the website
 - iv. The SOP was approved and submitted to the Bylaws Committee
- e. Free Standing ERs Chris Veal
See report - Report provided by Joanne Craze.

- i. Working on standard operating procedure and position statement.
 - ii. Will liaison with new lobbyist
 - iii. Have heard the Texas Hospital Association is opposed to free standing facilities. Will be investigating this.
- f. General Assembly Barry Hudson
 - i. Bottle/Mug Delegate Gift
 - 1) Barry handed out the bottle/mugs which are the gift to delegates in Pittsburgh. He reviewed the pros and cons regarding etched logo vs. painted logo. Will order painted logo. Shipping to Pittsburgh is free. Will order 800 - for delegates, past presidents, board and potentially conference staff. Will pick up any left on tables and will use for first time attendees at TxENA meetings
 - 2) Budget \$12,000. Spent \$6500. Will send remaining funds to Treasurer for potential reallocation.
 - 3) Committee looking at other gift possibilities. Assigned a subcommittee to look at design of a state pin – will report on it at January 2019 Q1 meeting.
 - 4) Budget for 2019 will include costs of any additional items
 - ii. General Assembly Delegates:
 - 1) Received 76 applications. National gave us 56 delegates +1 alternate. Texas delegate count 60 – 56 delegates and 4 alternates. Taking additional alternates because we always replace some and need the replacements to be on site. Have had 4 delegate applications already withdrawn.
 - 2) Vicki Patrick as ENA Past President was taken off list. Have 16 other people who may be available. May be other changes that will allow others that will be asked to fill slots.
 - 3) Names of delegates provided.
 - 4) Sent out Delegate letter to delegates and alternates. Some applicants, who were not selected as delegates, received the delegate letter in error. An apology letter will sent out to these people.
- g. Government Affairs Cassandra Campbell
 - i. Day of Service, from Council of Presidents, will be held on Sept 15th. Chapters will do their own projects but will all do project on the same day.
 - ii. 5 members went to Day on the Hill in Washington and had 2 new attendees. Were able to speak with Ted Cruz and aides for an hour.
 - iii. Members are urged to check out the national website and Govt. Affairs for updates on bills. In addition, members can sign up for the 411 monthly update on legislation.
 - iv. TeTAF (Texas EMS Trauma & Acute Care Foundation) rules are being discussed. Will probably have effect on staffing ratios, size of trauma teams and available education. Meetings are planned for Lubbock- July 23, El Paso on July 12th, Amarillo on July 25th, Temple on Aug 2nd which Cassie will attend.
 - v. Feb 18-19th is Texas Day on Hill. Must register on TNA website to attend.
 - vi. Kevin Stewart is working well with committee and has brought up several issues he believes we can work on, make agendas for legislation to present at NLAC and then draft into a bill for 2019.
 - 1) Protect nurses in FEMCs (Freestanding Emergency Medical Care facilities) such as safe staffing committees, safe handling policies and also prohibitions on mandatory overtime.
 - 2) GETAC council (Governor's EMS and Trauma Advisory Council) has only one nurse on council and only two places that a nurse can sit. The nurse that is on the council is only over EMS volunteers and does not represent nurses.

Motion: Ask Kevin Stewart to help TxENA navigating getting either another nurse seat appointed by the governor on the committee or make one of the chairs available to both a nurse and physician for trauma. Approved
- h. Injury Prevention Jeff Carico

See report. DeAnna Gillespie-Chair Elect provided report

 - i. Held Stop the Bleed course Thursday July 12th - 17 attendees. Courtney added an instructor course upon request.
 - ii. On the Thursday Oct. 11th 2pm-4pm Susan Douglass will present 'Fall Prevention for the Elderly'. She will supply handout material. There is no cost for the course. Will be in conjunction with Q4 State Council meeting.
 - iii. 2019 will continue injury prevention programs on Thursdays before each State Council meeting.

- i. Meetings & Planning Debra Rodriguez
See report
 - i. Future meetings:
 - 1) October 12-13, 2018 Arlington -Pat Yancey
 - 2) February 7-9, 2019 Austin – Debra Rodriguez
 - 3) April 12-13, 2019 Central Texas – Killeen – Kayla
 - 4) July 12-14, 2019 Lubbock -Joann Craze
 - ii. Will post meetings on website

- j. Membership Elaine Thomas
See report
 - i. 3833 members currently. Goal is 4500.
 - ii. Membership Campaign: ‘We Must Mustache you to join ENA’. Campaign will be in August. For chapters holding campaigns, make sure to give people an early date to allow time to complete and submit forms.

- k. Nursing Practice Kelsea Bice
See report
 - i. Working on position statement regarding hiring GNs in the ED. Alex and Kelsea will write the first draft which will be done in October 2018.
 - ii. Spent 15 minutes speaking with John Culberson U.S. representative during Day on the Hill.
 - iii. Day of service conference call made
 - iv. Wrote resolution #8 for National

- l. Professional Education Kris Powell
See report
 - i. Outreach to Teach flyer will be posted soon. Describes program’s current sessions and how to know if your chapter is eligible.
 - 1) Have 3 chapters interested in receiving lecture. El Paso, East Texas, Brazos Valley.
 - 2) Funding for 3 courses this year.
 - ii. Cruise conference – 2020 cruise dates are being planned. Need more information.
 - iii. 2019 Conference is on April 11th in conjunction with state council. Doing a needs survey
 - iv. Should we consider being an approver of CNE? Reviewing ANCC guidelines must be done as well as cost analysis prior to a decision being made. Such an endeavor would need its own committee and consistency. Perhaps chair-elect.

- m. Trauma Courtney Edwards
See report.
 - i. DSHS stakeholder meetings for Trauma designation rules; upcoming
 - ii. TTCF meeting scheduled for August 21, 2018 in Austin
 - iii. Dept of State – how trauma system established – work with Kevin Stewart to ensure needs of pts are met.
 - iv. Stop the Bleed courses
 - 1) Need to have all instructors enter students into online system
 - 2) Stop the Bleed app will be available soon. Will be able to do hands off phone care with this app.
 - v. TNCC
 - 1) 2757 TNCC providers taught
 - 2) Course material missing from 22 courses and from 10 instructors. Information needs to be sent in.
 - 3) 5 TICERs approved, 2 faculty applications going through process,
 - 4) If future COI are not done won’t allow instructors to be included in courses.
 - 5) Some first time students are signing up for renewal courses. Coordinators need to keep eye on this.
 - 6) TNCC revision scheduled for fall 2019

- n. Resolutions Barry Hudson

- i. Discussed resolutions for general assembly – delegate will get additional information soon.
- ii. Resolutions committee recommend TxENA support 3 proposed resolutions:
 - 1) Workplace violence effect on ED nurses – long and short term effects. TxENA asked to support by Bill Shuler. Resolution requests research be conducted, EBP guidance, EBP content re effects
 - 2) Nurses to initiate non-pharmacological pain control. TxENA asked to support by Joni Sones from Minnesota
 - 3) GA18-08 Valuing the Emerging Professional proposed by Kelsea Bice. To support emerging professional / new unseasoned nurses and identification of resources.

Motion: From Resolutions Committee for TxENA to Support these resolutions. Approved

- iii. Resolution GA18-07 Freestanding Emergency Centers (FSEC) and Hospital Outpatient Departments (HOPD) – authored by Chris Veal. Chris Veal proposed TxENA support this resolution. Proposed due to emergent market of freestanding; 5 states had them now 32 states have them. Need definition of freestanding, establishment of staffing ratio, establish patient care standards/guideline. Discussion.
Note: Resolution did not go through Resolutions Committee.

Motion: TxENA to support this resolution Approved.

- iv. Resolution: Effect of Climate Change On Health. TxENA asked to support by Jessica Custner. Information presented by Sally Snow. Address health effects of climate changes – i.e. heat related illness, insects. etc. Clarification – not only related to weather disasters. Discussion.
Decision: Will provide feedback to Jessica – Texas not comfortable with supporting this proposed resolution as written. Needs a narrower focus. Have opportunity to revise opinion at the delegate meeting the night before start of General Assembly and Day 2 of caucus.

- o. Scholarships.....Polly Johnson
 - i. Application deadline Aug 1st 12mn.
 - ii. Rio Bravo gave \$7,000 for scholarship in the name of Ingrid Steinbach. A \$1,000 scholarship each year for 7 years. Will add these funds to the scholarship line item. Suggest checking with Smith Barney regarding putting these monies in an endowment fund – to obtain interest. May be able to extend the scholarship.

17. Auction for Ansley Fund: Held just after lunch. Raised - \$4,100.

18. Member open discussion: All present

- i. Phishing – people are receiving scamming emails. Be careful.
- ii. Sally Snow – Currently an assessment of randomly selected ED departments being done regarding inter-facility transfers. Go to www.emscsurvey.org click Texas - county to determine which hospitals have been selected. Link will be posted on face book page
- iii. How much money for delegates in 2018 - \$900 budgeted. 2017 - \$1100. Discussion.

Motion: Increase funding of the 2018 General Assembly Delegates from \$900 to \$1100. Approved

- iv. General Assembly information: Delegates need more information regarding General Assembly. New delegate meeting at 7pm on Monday in Convention Center – specific location to be announced. At 6pm there is a new delegate orientation. Click on ENA website Schedule at a Glance – will have schedule. Barry will be put together scheduled and will send it out.
- v. General Assembly Texas shirts – If you need a Texas red or blue shirt contact Pat Yancy. She has new vendor.
- vi. Ad hoc Redistribution Committee - Jody Bauer. The ad hoc committee is looking at moving counties to and from the Brazos Valley Chapter and the chapters nearby if Bazos Valley SIG becomes chapter. Sent information email to all chapters regarding the need to redistribute. Didn't get response from 2 chapters.
- vii. Chapter map currently on the website has several errors regarding the counties under the chapters or the name of the chapter.

- viii. Indemnification Insurance: Karima Durrazai had question regarding the need to have chapters indemnified. TxENA has this insurance as well as several chapters. But according to Jim Fetty ENA CFO chapters are not required to have indemnity insurance. Chapters need to determine their own risk (based on assets) regarding obtaining such a policy. Policies are fairly reasonable in cost. Dan DiDonato will look into the cost of TxENA obtaining policies for all chapters. Will report at next meeting.

19. Adjourn Steven J Jewell
 Meeting was adjourned at 1455

Assignments Table

Item	Assigned to	Due Date
Investigate cost of TxENA obtaining indemnify policies for all chapters.	Dan DiDonato	4 th Q Meeting
Operational Manager recruitment	Melanie Aluotto	4 th Q Meeting
Will be investigating the comments regarding the Texas Hospital Association being opposed to free standing facilities.	Chris Veal	4 th Q Meeting
Investigate the design of a state pin for 2019 conference – will report on it at January 2019 Q1 meeting.	Barry Hudson/General Assembly sub-committee	1 st Q 2019 Meeting

Approved: October 13, 2018

v. 07.01.18