

WEN Executive Committee Meeting

Agenda

1/28/2010

Attendees: Chris Bartholomew, Jan Nykodym, Carol Boal, Wendy Wilson, Susan Fabian, Suzey Delger, Alicen Hardy, Ruth Burns, Sharon King

Introductions: A Guest, Diana Martin the Immunization Program Clinical Specialist. Will be our contact at the department of health on immunizations, instead of Joanne Briggs. Also she is working with Rural Health centers around Wyoming, she is based out of Evanston, Wyoming. She will be doing 70 site visits throughout the state. Her boss is Jan Bloom and wants Diana to be a resource to School Nurses.

Cellphone 307-256-4442, will have Fax soon , meanwhile e-mail: Diana.martion@health.wy.gov

Minutes of last exec. Both Fall executive meeting and fall WSNA meeting minutes were accepted as written.

Treasurer's Report: See Income and Expenses report received and discussed as we stand at the present. Jan will have funds available to help set up for the School Nurse orientation workshop July 19th-21st.

Director's Report: Suzey has a report and will get a copy of report to Carol, as she will be our contact with the web site person to get out reports and other information to WSNA Website.

Non-profit status : we are not a 501C3 we are actually 501C6. Carol called the IRS, and discussed the fact we were denied in 1988 and we have a letter that states we are tax exempt and donations are not tax deductible. They have a 30 page application to apply for the 501C3, it would be a long process in order to get approved. Alicen stated that when she applied it took over 40 hours of work. She stated that Carol has a lot of income and expenses documented for the past 4 years that filling out the form may not be as time consuming. At present Carol doesn't have the time to do the application alone at this time. We are not a non-profit with the state, we have only an EIN number. Further discussion is needed and we will discuss at April meeting. Anyone may go on line to IRS.gov and go to the 501C3 application.

Discussion is needed about fund raisers, as people can't tax deduct the donations that they give at present to the WSNA.

Spring Conference Plans: Plans for the Ramada Inn on April 24

Speakers: Nancy Brown: dermatology for 2 and ½ hours

Meningitis: for 1 and ½ hours

Make a wish: 30 minutes

Diane Martin: immunization specialist

Discussed cost at \$75.00 and that we hope that we get at least 30 attendees. Chris will send Wendy stuff for brochures. Jan have stuff for Certificates.

Web Site Management: We want to get the agenda for the spring meeting to Carol to post on the website.

Manual: Carol, Wendy, Alicen and Ruth have been working on the manual. Plan was to make a CD, or on the website as references to direct nurse's to the appropriate web sites to access. Alicen states a lot of people who call her want policies and procedures rather than websites. Discussed possibly get links on our website and then we can use our our School Nurse textbook. Use our wyoming specific policies to put on the website so that nurses can find things that are unique to wyoming. This was discussed as a better solution and to better utilize our WSNA website.

Denver Children's Hospital: School nurse/ community nursing conference is June 10th and 11th and are going back to Video sites. Carol Boal has volunteered to help work from here to set up a Casper video site. Chris asked Carol to see if we could set it up through WEN so more schools can be involved, without leaving their communities.

Orientation Workshop: Set for July 19-21st, looking at using the School Nurse Textbook as the main text for the workshop. Others who commented want schools to bring copies of forms so they can share, and they wanted talk time to talk about issues they have and get feedback. Maybe an informal networking sections in the evenings. Discussion was that WDE would be able to help donate funds and we can ask Meghan to see if she can help with purchasing books if needed. To see if funds available to help with cost for the workshop.

Call for nominations: Jan will get out an e-mail to see if we have any nominations. We are looking for others who would like to take over any of the open positions.

President-Elect

Secretary

SNOY (School Nurse of the Year) new name is Excellence in School Nursing Award? It is still listed on the NASN website has not changed the School Nurse of the Year award to the new name yet. We need to

get nominations for school nurse of the year before the April meeting. Jan will add this to the e-mail along with other nominations.

Immunizations: Discussed Wyoming immunization law and what change were being proposed and had been open for comments. Jan talked with Jan Bloom and they will have to review all the questions and comments individually, whether they can or cannot make changes. Then it would be opened to the public for further discussion. Jan Bloom has stated that Dr. Sherard may not want to sign a change in the 30 day grace period. Discussed how school nurses are a health care authority. Jan discussed that if Varicella is mandated that Kinders must comply, but it will not be retro so we wouldn't have to have any clinics to catch up other students.

Jan did a letter that was drafted at the October meeting and she made it short and sweet, and mandatory for enrollment and Jan will sent a copy to all members, along with summary of comments. Also a letter will be sent requesting a public hearing on the changes before the final vote.

Next executive meeting will be 4/15/10 4-6 WEN conference Alicen will set up, this will be one week before our spring meeting.