

WSNA Fall Meeting Sept 24th, 2010 AGENDA

1. **Call to order:** at 3:50 pm by Alicen Hardy
2. **Committee meetings:** break into groups
3. **Reports:** Minutes were provided in advance via WSNA's website. Is there any objections to the minutes as posted. Carol Boal motioned to approved the minutes as posted, this was seconded by Wendy Wilson.
4. **Correspondence:**
 - A letter of thank you from a speaker at the July Orientation workshop, read by Jan Nykodym.
 - Letter regarding school nurse evaluations, Chapter 29, to be discussed on Thursday October 14th 2-5 or October 15th 8-3pm at a meeting in Casper with Margie Simineo. Carol Boal has volunteered to attend this meeting on the 14th to learn the information.
 - Letter from Department of Health questions and answers to new immunization law. This was answered by speakers during afternoon conference.
 - Chris Bartholomew shared a letter of appreciation from Dr. Sharrard to say thank you to all school nurses for the hard we have done during this exclusion period.
 - Chris Bartholomew also shared that if a school nurse travels to Colorado with a Wyoming student we are covered under our WY license.

5. Treasurer's report:

Carol reviewed our budget and income and expense sheet. Reminded us that in April we voted to let 2 other members attend NASN conference to use the the presidents and the school nurse of the year scholarships. We reinstated all but one of the scholarships as per present budget. Report received and will be filed for audit. Also, paperwork filed with IRS and approved.

6. National Directors Report:

Suzey Delger stated the official report is available on the WSNA website. NASN website has a lot of CEU's that are free and a benefit for all members. Prescription drug card that is on line and you can put a student name on it and give to them. Alicen also had cards available at meeting. Encouraged membership to look at nursing standards on website. NASN campaign is 1000 nurses in 100 days. Next meeting January 2011. National conference in Washington DC in June 2011.

7. Committee reports:

Finance/Membership: Carol Boal, Chairperson

- **Membership:** We do a letter to superintendents annually to get a list of all school nurses, shared with us the list of addresses, we could use the county e-mail for each school nurse to make a list of e-mail addresses for each school nurse in the state. Julia Bigler is taking over this responsibility.

Need a members list and a non-members list with addresses and e-mails. Member list each month from NASN with addresses and contact information. Kathryn David was trying to work on the 9 area representatives, as another form of reaching out to other school nurses in the state. Suzey Delger brought to us from NASN that we need 1000 new members in 100 days. We need to talk to others as this is the best way to encourage new members. Discussed sending out a letter with an application to all school nurses in the state. Deadline for mailing letter is set for December 15th 2010. If this is not helpful we are considering sending a survey as to why you don't join.

Long term: Increase membership, set up and contact area representatives working with past presidents. Jan Nykodym will consider further organizing of the Area Reps.

- **Finances:** Carol reminded us that the total cost, for the website was approved for the initial \$1100.00 for set up, so that is why we are over budget. Discussed that we are having a hard time getting fees for registrations as most schools use purchase orders. We have a large amount of the money that is outstanding. National director cost came in lower than budget. 2 people were able to split the scholarship for school nurse of the year to attend NASN. Karen Patton has volunteered to take on the Treasurer's position next spring if elected at the spring meeting.

Motion: to accept committee report by Chris Bartholomew

Continuing Education: President-Elect Chris assisted by, Wendy and Suzy co-chairs.

- Short term goals: Set spring meeting for April 30th 2011, we have contacted Marty Wood who will help fund this program called SETT : School Emergency Triage Training. May 7th was a back up date, majority voted for April 30th. This will be a ½ day conference and then a ½ day would be business meeting. Chris Bartholomew will work on Brochure.
- Long term goals: Scholarships need to be updated including the guidelines and qualifications, and bring back to spring meeting. Plan to take information to committee and executive board.
- Future topics: using Survey monkey, discussed having Kathleen Dixon talking in October of 2011 on legalities in nursing.

Motion: to accept committee report by Julia Bigler

Legislative: Sue Fabian, Chairperson(Jan Nykodym sat in for Sue.)

- Short term: monitor the implementation of the new Immunization law.
- Long term: Recommendation that we continue to work on State School Nurse consultant, as we will be getting a new Governor and legislatures. Continue to work on the immunization rule to state that immunizations be presented at time of registration.

Motion: to accept committee report by Wendy Wilson.

Bylaws: Vice President: Chellie Stoffleand Executive committee.

- Short term goals: Review by-laws and proposed changes, regarding mission statement and align with NASN by-laws.
- Long term goals: Revise by-laws, post on website at least 2 weeks prior to next meeting so a vote can be made. Secretary is now to be responsible to contact the website manager for any changes that need to be posted on the website.
- Plan to post all changes on website for membership to review. Deadline of spring meeting in order to vote on changes.

Motion: to accept by Wendy Wilson.

8. **Old Business:**

- Medication administration Book should be revised in the next couple years. Jan and Chris volunteered to take on this project
- WNSA Health Guidelines Manual is on hold and we encourage school nurses to use School Nursing Textbook, by Jan Selekman.
- School Nurse Orientation: Jan Nykodym had 15 attendees. Discussed placing some of these power points on the website. Will ask for funding from Department of Education if we decide to do another orientation workshop.
- SSNC issue, continue to work through Meghen McClullen, keeping her abreast of our issues to plant the seed for the need for a SSNC. Working also by legislative committee.
- ByLaw revisions, discussed in committee.
- Update on 501c 3 application is still in process and will meet again.
- Wyoming school nurse pins are available for donation.

9. **New Business:**

- National Conference is in Washington D.C June 29th – July 3rd, 2011
- Suggest WNSA apply for non-profit status with the State of Wyoming for a fee of \$25.00. WNSA needs this status in order to apply for 501c3.
- Website: would like a contact person to work with the webmaster to add things to the website. Suggested that it be a member on the executive committee . Carol motioned that this be added to the secretary's position and was seconded by Julia Bigler.
- Poison Control: Suzey is our state contact person and has lots of magnets and pinky coloring books at meeting, other questions contact Suzey Delger.
- Elections: Vice President, Treasurer's , School nurse of year (excellence in nursing) will be at the spring meeting.

10. **Presentations:**

- Wendy Wilson was presented the Nurse of the Year trophy and plaque.
- Thank you's to School Orientation workshop members: Jan Nykodym, Wendy Wilson(hotel), Suzey Delger, Chris Bartholomew, Margarita Granthom.

Carol Boal (registration).

- Thank you to Wendy Wilson for organizing this conference and casper nurses for helping.
- Carol Boal for starting the 501c3 application process.

- Karen Patton for volunteering to mentor with Carol this year to prepare for Nomination as Treasurer's next Spring.
- President-Elect, Chris Bartholomew
- Vice-President, Chellie Stoffel
- Secretary, Ruth Burns
- Treasurer, Carol Boal
- National Director, Suzey Delger

Karen Patton brought to us brochures for the Lions Camp

Camp Hope Diabetic Camp in June on Casper Mountain.

Discussed ordering shirts for School Nurse's

11. Adjournment at 5:50 pm

