

Wisconsin League for Nursing

MINUTES

SEPTEMBER 28, 2016

1730-1900

MEETING CALLED BY	Suzanne Williamson Meeting called @17:39
TYPE OF MEETING	Strategic Planning Meeting
FACILITATOR	Suzanne Williamson
ATTENDEES	Suzanne Williamson, Vicki Hulback, Heidi Neuhauser, April Folgert, Diane Skewes, Heidi Neuhauser, Susan Mours, Julie Teeter, Chris Peters, ?Eileen Via phone: Ann Aschenbrenner, Susan Mours, Frank Hicks, Maureen Greene, Linda Matheson

Agenda topics

DISCUSSION	<p>Welcome Robert (Bob) Naffier, Administrative Assistant – Orientation Plan & Timeline for Bob: who, what, when & where & how.</p> <p>Suzanne asked for all to introduce and for Bob to tell about himself. Bob introduced himself as well and then we discussed the orientation to the position. Suzanne stated that she would meet with Bob and go through all the different pieces and see how he would want to connect with each individual for his orientation.</p>
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CONCLUSIONS	Suzanne will meet with Bob and then it will go from there.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
No Actions		

SPECIAL NOTES	
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DISCUSSION	<p>Secretary Report</p> <p>Approval of the minutes was call for a vote if there are no edits</p>
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CONCLUSIONS	Suzanne made a motion and Frank seconded it and the vote passed unanimously.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None required as no changes needed to be made		

SPECIAL NOTES	
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DISCUSSION	<p>President's report</p> <p>Suzanne gave president report – she thanked the board for sending those from the board. The theme was “Pushing Boundaries” and it was about the nursing shortage and also minorities being underrepresented. Diversity was another topic within one of the workshops that provided insights for recruitment and retention and how to engage our members. Suzanne is going to send out a personal letter to acknowledge their belonging to WLN, and also asked questions “data mining” to find out what they want from us and what are they looking for and what types of things the are looking to be engaged in.</p>
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CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
SPECIAL NOTES		

DISCUSSION	President-Elect Report	
<p>April presented her report – thank you for sponsoring attendance to NLN and that while they were there the board discussed about vendors. There will be one room specific to healthcare services, and then there will be another for Elsevier, Laerdal and other types of vendors.</p> <p>She also went through the strategic plan with the updates. Diane suggested that we look at the objectives and are we promoting things for our community and not so much about what “our” goals are. Suzanne further shared a plan that she received from the Ohio league of which we can use.</p>		
CONCLUSIONS	April will continue to update.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
SPECIAL NOTES		

DISCUSSION	Treasurer Report	
<p>Maureen gave the current treasurer’s report. \$6,000 was returned to Anthem for grant money not given. No invoicing from Jan Levy. There was a problem with a check for the accountant, which was rewritten – and she further told Bob that she has the mailbox key for him. Maureen stated she would work with Bob through his orientation on what to do with certain things and how to handle them.</p> <p>WNC meeting – Maureen took by phone call and she stated that she heard about the legislative information on practice act and APN status. She also talked about supporting the PAC committee for our lobby efforts. She also talked about the WNC is looking to sponsor the coalition action group, but nothing new. They then went through and gave their reports and then moved to scholarship and how they had very low applicants. Maureen spoke about the Helen Bader scholarship and that Gina would talk about supporting us on their website to get the information out more fluidly and that they have students who would be interested in these scholarships. We have had a company “Peterson” contact them to put out the information regarding scholarships, however, she didn’t know if there was a cost associated to that, and that they feel these can be added to their site to promote them for free.</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	Marketing & Communications Report/WLN Google Drive: placing documents, who, how, etc.	
<p>Eileen has updated things as they came through like the agenda for the conference. Aurora had to be refunded as they paid the wrong amount and they are resubmitting funds for them. With Ragic they can “X” out and not pay through the PayPal, so we need to look in PayPal to make sure they have paid and paid the correct amount. April also stated that she saw emails that came out in an email blast regarding the upcoming conference. Eileen is also going to update the link for “Nursing Matters”.</p>		
CONCLUSIONS	Eileen will give April access to Ragic and PayPal so she can look at the payments to confirm they are correct.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Access to April for Ragic and PayPal to confirm payments	Eileen	ASAP

DISCUSSION	Programs Report	
<p>Sue spoke to Joan Darden regarding getting an email wanting to touch base. She booked her room and is making her airline plans, and is bringing CNEA items. She was asking about the numbers of attendance, and Sue stated she would give her an update after our meeting today. Julie received an email about the catering menu. Sue has received only 1 abstract from KOPP Concordia. April asked about where the abstracts would go, and she talked with Ann and that they could set them up in the main lecture hall and that way people could walk around and look at the posters to review during break times. Ann also stated we could set up food behind the speakers inside those doors, and they will plan to do the same as before. Joan Darden primarily for her table is to be available to people if they want to talk to her further about any accreditation and what CNEA does. Speakers are lined up and the basic agenda is already out and just basic promotion. Julie stated that she needs a head count by October 21 and 4 days prior she will give them a final. We will be reviewing the menu and then we can make a decision. Susan also spoke about the CE's so she will look at applying through St. Mary's for next year. Julie also stated that WCTC is a governing body and that they may be able to do this in the future.</p>		
CONCLUSIONS	We will need to do this early in next years planning in order to get the CE's.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Purchase IPAD mini	Judy Kintner	ASAP

DISCUSSION	Scholarship Report	
<p>No report at this time. There were 171 applicants not counting Bader of High School. Nancy did not get a timeline change so we didn't get a grant in to Anthem until August. Nancy did get a request for a conference call and wanted to know why we were returning money and not applying the funds to other scholarship applicants, and they stated that we could give it out to others and just distribute it. Nancy wrote it again the same way if we get those monies we can give away in the spring also. Nancy stated we could apply again after we distribute the funds, and we can reapply in February for further funding. Frank asked when the students get chosen and notified. Maureen said they are vetting the applicants now for the Bader funding. Maureen also stated that Concordia has a large group that have applied and they do have an Adult Gerontology program and that Jill will vet them and make sure they are signed up for that program prior to being accepted. Maureen stated that they did accept her edits for the funds, which expanded the program. Maureen stated we should target the schools that have the Adult Gerontology after the scholarships are done. Nancy stated the review process would end November 7th. They have 6 - \$1,000 from deaconess and 1 - \$1,000 from McKelvey. We have heard nothing from Herb Kohl and nothing from WPS. Maureen read a letter from Paula thanking the board funds for certification. Maureen made a motion to give her the monies for the certification, it was seconded by Diane, and motion carried.</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Report	Nancy	Prior to next meeting

DISCUSSION	Membership Report	
<p>Vicki reported that we now have 60 current active members. Vicki also spoke about nurses day at the capitol and was looking to see if we have anything fun to give away, and we could provide the banner, and we need to look at ordering the new things for the day at the capitol and also the conference. Suzanne and Vicki were talking about positions statements for nurses day at the capitol such as the license plate thing. Tuesday, February 28th, 2017.</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Look at give aways	Suzanne, Eileen and Judy	ASAP

DISCUSSION Nominations Report		
Nothing to report at this point, but Vicki and Chris will meet to talk prior to the December meeting.		
CONCLUSIONS		
ACTION ITEMS		
PERSON RESPONSIBLE		
DEADLINE		

DISCUSSION Wisconsin Center for Nursing Report to WLN & ANEW		
Diane stated meeting this Friday in madison. She handed out a list of things the WCN is doing, and they are analyzing survey data and provide to constituents. There is a Wisconsin 2016 RN survey and also education and nurse faculty survey reports. WCN also completed final edits on the nursing forecast model. ANEW is also looking to advance the IOM report and be a part of the Wisconsin action coalition "Quad Council" as this is what we do and we need to be involved. ANEW has a separate webpage on the WCN website. The RWJF Grant is fading and won't be as robust unless the organization is able to fund through other sources. Diane also thought we should look at "Monitor dissemination of Nursing in Wisconsin: Faces of the Future video (over 600 view on YouTube). The last thing about the WCN, if you are going to the WNA conference the WCN has a anniversary celebration reception on Friday, October 21 in Madison. Diane also asked ANEW if they would be interested in sponsoring or funding legislative breakfast and she thought that we could be at the table. She thought that if we could partner with ANEW and could provide some assistance. Diane was asked how much funding she was looking for to support ANEW, but there was question as to what the funding would be used for.		
CONCLUSIONS		
ACTION ITEMS		
PERSON RESPONSIBLE		
ANEW MEETING		
Diane and April will attend		
DEADLINE		
Oct. 5		

DISCUSSION Old Business		
CONCLUSIONS		
ACTION ITEMS		
PERSON RESPONSIBLE		
DEADLINE		

DISCUSSION Summit Summary		
CONCLUSIONS		
ACTION ITEMS		
PERSON RESPONSIBLE		
DEADLINE		

Adjourn: Adjourned at 7:35 Suzanne motioned to adjourn and Vicki seconded it.

Next Meeting: October 19th, 2016 5:30 – 7:30 PM

