

# RNAO Windsor-Essex Chapter Executive Meeting Minutes

## Monday March 18<sup>th</sup> 2013 ~ 18:00-20:00

Location: Armando's on Cabana- Windsor

Meeting over dinner

Attendees: Jen, Amanda, Dana, Jaclyn, Megan, Sarah, Linda, Cheryl, Kelly, Mandeep, Stephanie, Judy, Veronika, Chrystal

Regrets: Kim, Lynda

Guest Attendee: Janet Kelly, President Elect Rotary 1918

**Welcome and Introductions:** Meeting Commenced at 18:00

### **Budget Update:**

Veronika provided the account balance as of March 18<sup>th</sup> 2013; \$1923.25. She also informed us that ONA 11 and ONA 8 will be purchasing advertising space in the Windsor Star Nursing Week inset. The group was very appreciative.

### **Social Media Update:**

Our wonderful and dedicated Social Media Officer, Alaina, will be stepping down from her position. Her work was greatly appreciated and she will be missed. We wish her the best. After a group discussion regarding filling the position until the next Chapter elections, Megan Carlone volunteered and the group unanimously appointed her as the new Social Media Officer. She is very excited to step into this new role. We've had a total of 18,000 Page Views since the website launched.

### **Upcoming Events:**

Complementary Therapy Event: April 19<sup>th</sup> 2013, 5:30pm at Hospice

Amanda has sent a *save the date* to Jody at RNAO home office to be circulated by email to all Chapter members and to the health unit for this upcoming event. Koolini's will be catering the event, serving pasta and salad. Chrystal will be taking over event planning for this event. There will also be a photographer taking photos for RNAO. Jen has created a photo release form which was approved by the group. Please continue to promote this event and send any RSVP's to Kelly through the Windsor- Essex chapter email account.

#### **Action Items:**

- Jen to contact the photographer
- Chrystal to finalize the flyer (including request for donations to Hospice)

### Nursing Games

Sarah spoke briefly about the upcoming Nursing Games being hosted by the University of Windsor, March 22<sup>nd</sup> – 24<sup>th</sup>. Sara will be hosting an RNAO booth at the Nursing Games and has requested materials and membership forms. We would like to include the Nursing Games in our Spring Newsletter.

**Action Item:** Nursing students to write a synopsis about the Nursing Games for the Newsletter

Documentation Seminar: April 17<sup>th</sup> & 18<sup>th</sup> Ojibway Nature Center, 6pm

Thus far, we have received 38 RSVPs for April 17<sup>th</sup> and 26 RSVPs for April 18<sup>th</sup>. We would like to provide a brief survey to attendees to collect feedback on the Windsor Essex Chapter of RNAO. Please send draft survey questions to Jen.

Sarah shared that there is a student in nursing undergoing cancer treatment. We would like to collect donations for this student at the documentation seminar. Sarah has volunteered to make an announcement at the event.

**Action Item:**

- Everyone to send suggestions for draft survey questions to Jen
- Jen and Kelly to create the survey
- Kelly to contact Jody to inquire about the possibility of hosting a webinar

**Zumba Fundraiser: May 9<sup>th</sup> 2013 WFCU Center**

Janet Kelly, President Elect of the Rotary Club 1917 in Windsor, attended our meeting to speak about this initiative and the amazing humanitarian work that the rotary club is engaged in. She went to Ghana in November 2011 to complete a needs assessment for the community in order to create a proposal for Canadian International Development Agency (CIDA) funding. This community has only ONE doctor to care for 85,000 people! The Rotary Club has developed a comprehensive plan for implementation over the next three years through sustainable projects incorporating water and sanitation, maternal and child health, education and community development.

Our Zumba event will raise money toward the *Train a Nurse in Ghana* initiative, part of the sustainable project to improve health care in the community. The scholarship to train one nurse costs \$1200/year (USD) in a 3 year program, or a total cost of \$3600 (USD). The nurse trained makes a commitment to work in the community for at least 5 years after graduating. Janet has provided us with brochures about the project for more in depth information, which will be distributed with the Zumba pledge forms.

Chrystal and Veronika have found an instructor for this event, Tanya, who will be offering her services free of charge.

**Action Item:** Chrystal to scan and post brochure

**Canadian Registered Nurse Exam (CRNE): June 5<sup>th</sup> 2013**

We would like to provide forth year Nursing students with a congratulatory gift from RNAO after completion of the CRNE.

**Action Item:** Chrystal to organize chocolate treats

**Preceptor Event: June 5<sup>th</sup>, 6-8 pm**

A suggestion was made to host the preceptor appreciation event at Ojibway Nature center. The event will host preceptors from all Windsor- Essex Nursing program campuses, providing coffee and deserts. We would like to invite a representative from the RNAO preceptor program to prepare a presentation for the preceptors.

**Action Item:**

- Kelly to contact RNAO Preceptor program
- Kelly to call Ojibway to book a room

**Health “Care” Panel Discussion: May 9<sup>th</sup> 2013, 7pm Phog Lounge 157 University Ave W**

The Ontario Health Coalition and local CAW 2458 are organizing a health care panel to explore the challenges that nurses face in providing quality care. This panel is in connection with Mayworks, a celebration of working people and the arts in Windsor. Jen is looking for front line nurses willing to share their ideas at this event. Please contact Jen if you are interested.

**Action Item:** Jen to send out more information on this event.

### U of W Advisory Meeting: May 23<sup>rd</sup>, 2013

Dana will be attending this meeting as part of her Windsor-Essex County Health Unit work and has agreed to also act as our RNAO representative.

### Lois Fairley Award

We are continuing to receive nominations for the Lois Fairley Award. Please forward all nomination to Chrystal and continue to spread the word!

**Action Item:** All to forward nominations to Chrystal

### RNAO Annual General Meeting: April 11<sup>th</sup> -13<sup>th</sup> , 2013

**Action Item:** We have already appointed our 5 chapter representatives, but please let Jen know if you are interested in attending the AGM in Toronto as a member-at-large. We can likely assist you with transportation.

### WRH Education Fair: May 7<sup>th</sup>- 8<sup>th</sup>, 2013-Tayfour & MET Campus

Megan and Jaclyn will be setting up an RNAO booth at both campuses. Our RNAO banner needs to be edited to read: "Windsor-Essex Chapter". Megan and Mandeep will be working on this repair.

**Action Item:**

- Megan and Mandeep banner repair
- Kelly to request RNAO materials for the education fair booths

### **Past Events:**

#### Meeting with Teresa Piruzza

Chrystal and Megan met with Teresa Piruzza to review the 2013 RNAO policy, "Why Your Health Matters". We would like to thank Teresa for her generosity of time. Teresa has also expressed an interest to participate in the *Take Your MPP to Work Day* project.

**Action Item:** Megan to Contact Teresa to arrange a date for the Take your MPP to Work Day

#### Take Your MPP to Work –Tara Natyshak

We are very grateful that Tara Natyshak participated in the Take your MPP to Work Day.

**Voting:** Just a reminder to everyone to set up a myRNAO account and vote!

*Adjournment: 20:00*

Next Meeting Scheduled for: **April 17<sup>th</sup> 2013 at Ojibway Nature Center, 8:00pm**

(following the Nursing Documentation Workshop 6-8pm)