

Western Maryland Area Health Education Center
NURSING CAUCUS

April 15, 2014
5:30 PM
Gehauf's Restaurant, LaVale, MD

MINUTES

CALL TO ORDER & WELCOME:

The meeting was called to order by Bea Himmelwright-Lamm at 5:30 PM. She thanked everyone for coming.

MEMBERS PRESENT:

Angela Spataro
Connie Morris
Joy Taylor

Marlene Ross
Jean Seifarth

Carole Kenny
Bea Himmelwright-Lamm

Bea asked everyone to review the minutes of the January 28, 2014 meeting, and after review they were approved as written. She announced that Linda is having some family issues that are taking up all of her extra time and that we may need to get another secretary for the caucus. Bea asked Joy to check with Linda.

REPORTS:

Board of Directors

Jeannie Seifarth reported that there were a lot of caucus updates and there was discussion about the City of Cumberland reimbursement. She also announced that Mary Spalding retired and that WMAHEC hired a new person to help with the website and grant writing and his name is Shawn Pillai.

Treasurer Report

Angela Spataro reported that the balance in the account is \$819.77 as of March 31, 2014.

MNA Update – Jeannie announced that this is a new way to have the Annual Meeting and CE, and that they are going to have a buffet dinner at Rocky Gap with a CE presentation and then some gambling money given to each participant to spend in the casino. She also said they arranged to have the registration fee processed through PayPal for those attendees who wanted to pay that way.

Jeannie asked if the Nursing Caucus would like to have a display at the MNA Dinner. There was then discussion about potential display boards but there isn't enough time for anyone to take on that activity right now. Bea would like a design of a display board to be put on the agenda for a later date and we discussed the Nurse Practitioner Caucus display board that they use, which has Velcro. Displays can be updated easily and posters and photos can be added with Velcro to suit the needs of the booth.

Bea announced that we are going to get “Save the Date” magnets and distribute them with Nursing Caucus brochures at the MNA Dinner, placing them at each place setting. Bea would also like the extra magnets to be mailed out to both the nurse practitioner and nursing listserv’s.

OLD BUSINESS:

Nursing Series Update/Continuing Education

No report

PTF Signatures and Listserv Update

Joy Taylor circulated the listserv for corrections and there were no Purchase Tracking Forms to be signed.

Conference Planning

There was discussion about the preliminary draft agenda for the conference scheduled for next April 17, 2015 titled “Nursing’s Pathway to the Future: Caring, Creative and Innovative”. Bea specified that each speaker can tie into the title by speaking to the future of their particular session, so that all the sessions are linked together.

Bea wanted someone to check the last conference book for the list of vendors so that we can ask them all back and she wanted to make sure that on the vendor list that is developing in these attached notes, that Charles Vint from Lippincott Publishing would be included.

There was discussion about the pre-conference dinner and that we would have it at the hospital and it would include the vendors. We would need to confirm a room and these arrangements with Jeannie.

Bea indicated that we need the conference planning committee to get back together at the end of May to discuss the fundraising that we need to do.

NEW BUSINESS & OTHER ANNOUNCEMENTS:

At this point Joy discussed the Nursing Scholarship and the confusion with why the scholarship was awarded last year when we did not review the applications and it was because in the criteria we had checked off that if the student was still qualified to meet the scholarship criteria that the award would automatically be made. However, that was never our intention and it was suggested that Joy talk to David Jones to express this confusion since the funds are so limited right now and that we would not be comfortable making the \$250 award at this time. Joy will let the committee know when she speaks to David Jones.

There was conversation regarding having a raffle at the MNA dinner. Jeannie will check whether we can raffle a basket or a wreath off at the MNA dinner to benefit the Nursing Caucus Scholarship. Bea asked Joy to check to see where the raffle tickets are as someone thought that Linda may have them from the last nursing conference. She also asked Joy to bring \$50 in change for the raffle.

Since Linda Stair was not in attendance we tabled the Nurse of the Year Award.

Bea announced that the National Nurses Week Proclamation was scheduled for Thursday, May 8, 2014 at 5:00 pm with the Allegany County Commissioners and she asked that as many people attend as possible to be in that photo opportunity.

There was discussion about changing the meeting date so that it didn't conflict with a meeting that Bea also attends and we will make that change as soon as possible.

The next meeting of the conference planning committee will be on Monday, June 9, 2014 at 5:30 to meet at Ruby Tuesday's and Bea asked Joy if Jackie could make the reservations.

ADJOURNMENT:

The meeting was adjourned at 8:30 PM.

NEXT MEETING:

July 22, 2014, 5:30 PM Gehauf's Restaurant.

Respectfully submitted,
Joy Taylor/Jackie Booth