

**CACCN Manitoba Chapter
Executive Meeting
September 7th, 2011 @ 1630**

Present: Sara, Joy, Tannis, Ashleigh, James, Marjorie, Camille, Sherry Urbanski (7 Oaks ICU)

Regrets: Rhonda K, Rhonda D

1. Approval of June minutes

Approved

2. Welcome to New Executive

Marjorie and Camille were welcomed to the executive.

3. Goals & Objective for 2011-2012

There was discussion over the circulated draft. It was decided to continue with the tuition awards for membership retention. It will be advertised in the spring newsletter that interested members will be required to submit their name if interested in the award. A separate email reminder will also be sent out to membership.

There were other discussions around surveying the ICUs on why they aren't joining? Should we be increasing advertising? Do we need to rethink the pizza party as Sheri Urbanski from the winning unit described their concerns with implementing the party. The group will think about other ideas and will re-discuss at the October meeting.

4. Fall Newsletter

This newsletter will have an initial write up from all executive members. Please send your write up to Sara by Oct 15, 2011. We will take a group picture at the October meeting. For ask the expert Lissa Currie is following up with Brenda Kline (Critical care Quality Officer). Sara will also follow-up with mike Bachinsky re: PRVC.

ICU to highlight: Sara is following up with Kenora.

Newsletter will also have a "splashy" add for the date change of Edge of Excellence.

5. Fall Workshop

Liver failure in the ICU by Dr. Dean Bell. Tuesday October 11, 2011 @ 1900-2100 at SBH. Refreshments included. Now posted on website.

Ashleigh and Marjorie are working on two other workshops for December 2011 and Spring 2012.

Workshop guidelines were reviewed. As one of our goals to promote education, it was agreed that we will budget for a potential loss of \$300/workshop.

6. Dynamics and Edge of Excellence Tuition winners

Cathy Ferguson is the winner of Dynamics early bird tuition. She has been reimbursed for her early bird tuition.

Katarzyna Harris is the winner of Edge of Excellence Tuition and we have not yet been in contact.

7. Financial Report

\$17,339.40 in chequing plus the savings account.

Expenses since June 2011: \$665.00

- \$225.00 (3X75) for WCCNEP award winners for membership
- \$40.00 Early bird Tuition award for Dynamics

Deposits since June 2011: \$405.00

National CACCN membership reimbursement.

8. Meeting Dates & Times

Confirmed that we will meet the first Wednesday of each month @1630 @ SBH ICMS Conference Room (2E)

9. Open Forum

Ashleigh will follow up with hanging ICCS's CACCN communication board.

A reminder that executive are to attend 75% of meetings to qualify for waived tuition to workshops and Edge of Excellence.

We received a thank you card from Trudy Nernberg regarding receiving the Critical Care Nurse of the Year Award at the May 2011 AGM.

Tannis to clarify with National the new process for contacting expired members.

Edge of Excellence:

Tannis & Sara will co-chair. Sara will book Norwood for February 27, 2012.

Some potential topics and speakers were discussed.

Some roles were assigned:

Joy: door prizes, speaker gifts

James: Sponsorship

Next meeting: Wednesday October 5th, @ 1630-1730