

**CACCN Manitoba Chapter
Executive Meeting
September 4, 2014 @ 1630
SBH ICMS Conference Room**

Present : Sara Unrau, Sarah Gilchrist, Trudy Nernberg, James Danell, Colleen Sacrey, Monica Whiteway, Lissa Currie, Tannis Sidloski
Call to order @ 1632

1. Approval of minutes from June, 2014- All in favour of the approval of the minutes, CARRIED.
2. Fall Workshop: 33 +/- a few are registered for the workshop on Organ Donation: Neurological Determination of Death. Plan for same type of food as previous workshop (meat, cheese, crackers, coffee/canned beverage). Telehealth is set up with Brandon being the only request. The board are all in favour of providing Telehealth free of charge. Registration to start at 6pm and speakers to start at 6:30pm. Colleen to organize gift cards for two presenters.
3. Workshop Telehealth: See previous "2.0 Fall Workshop"
4. Future Workshops: Concerns regarding previous suggestion at June, 2014, board meeting, that if there is no spring workshop, then there would be no workshop for 11 months potentially creating disinterest in CACCN membership. Board discussed need for ideas for a spring workshop. Lissa C. to follow up with Dr. Kumar and Trudy N to follow up with medical examiner's office. Colleen to follow up with CRNM to see room size/set-up and to see if they have Telehealth capabilities.
5. Fall Newsletter: Needed-Chapter Connection and CACCN Greetings required from Tannis S. Educational update from Trudy N. Recruitment and Retention section highlighting tuition winners as well as reminding members of the 2015 EDGE as well as a SAVE THE DATE. Sarah to give report on Dynamics in Quebec. Spotlight on ICMS-St. Boniface Hospital. Donna Lee Bean to be asked to give a write-up. Suggestions on the section of ASK THE EXPERT were given. EBOLA was the topic decided. Call for abstracts for presentation in fall newsletter. Call for members to join in Edge of Excellence Planning committee.
6. Membership-September 1, 2014 up to 113 members.
7. Finances- \$15,124.89 which does not reflect tuition winners. Dale Medical has not cashed cheques yet. Sarah to contact them and re-send a cheque if they did not receive the initial one.
8. Open Forum-Tannis S. emailed all the vouchers for free tuition to attend a CACCN workshop.

Meeting adjourned at 1730. Next meeting will be October 2, 2014 at SBH ICMS Conference room