

**CACCN Manitoba Chapter
Executive & Edge Meeting
June 17th , 2011 @ 1600 (Joy's house)**

Present: Sara, Stacey, Joy, Jennifer, Rhonda D, Lissa, Andre, Camille, James, Rhonda K.
Regrets: Ashleigh, Tannis, Marjorie

1. Approval of May minutes

Approved

2. Welcome

Welcome to Camille as vice president, Rhonda K. as treasurer, James as Chapter Membership/Contact Chairperson & Marjorie for Programs. Farewell to Stacey, Lissa, Jennifer and Andre. Thank you for your hard work.

3. Evaluations from Edge of Excellence

Overall the conference evaluations were positive. 1 person rated the lunch break as poor. Many comments about the room being cool. Sara reviewed the evaluations for the individual speakers which were all positive. A comment for the 'Infusion Therapy' talk was that there was no time for questions regarding obese patients. 'Dying would have been easier' got good reviews for the patient experience perspective. Many liked the AKI game- comments of the interactive nature. Sara will send out the comments of evaluations to the speakers. Conference was well rounded and did not seem to be lacking without a physician speaker. Unfortunately the Ped's presentation did not attract the pediatric nurses as hoped.

Overall a good conference, although low numbers. Some discussion followed about the timing of the conference- plan Edge for February next year, which means planning of the conference will need to start in September. The call for abstracts will go out in the September newsletter. Sara will look @ booking the Norwood soon. Discussion of lowering the fee (or making the conference free) was had, but decided that then people will say they will attend & then don't. Also, sponsorship was great this year, however often it is not that good. Advertising was an area that was discussed as it sounds as though some of the email addresses that National has on file may not be current. One long time member did not get emails about the Addictions seminar. Lissa will contact National about the email addresses.

4. Financial Report on Edge

As of June 16th chequing has \$18, 481.22 & GIC has \$5212.50.

Edge of Excellence 2011 Conference Report

Revenue

Total Conference Tuitions	\$ 2147.50
21 @ \$65.00= \$1365	
1 @ \$115.00 = \$115	
3 @ \$ 80.00 = \$240	
4 @ \$ 95.00 = \$380	
1 @ 47.50 (prorated)= \$47.50	

Sponsors:

Teleflex	\$500
KCI	\$250
Philips	\$500
Hollister	\$500
Stryker	\$500
Fresenius Kabi (Calea)	\$500
GE Health	\$500
Baxter	\$500
Hospira	Awaiting

Total Sponsorship: \$ 3750

Total Revenue	\$ 5897.50
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Expenses

Norwood Hotel	\$ 2,653.71
Attendee gifts	
Norwood Trophies	\$ 69.41
CCN of the year	\$ 250.00
Printing/stationary/stamps	\$ 38.47 (agenda & AGM minutes)
Brochure	\$74.54
Speaker gifts	\$ 160.00 (\$50 x2 & \$30 x 2)
Door prizes	\$ 326.06

Total Expenses	\$ 3572.19
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Balance	\$ + (2325.31)
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5. Dynamics 2011 & Tuition Coupons

We have received several tuition coupons for Dynamics which reflects retention for the Manitoba Chapter. There are 2 x \$440 tuitions for the president which it was decided Tannis & Lissa will use. There are 3x \$100 coupons which will be offered to the executive first & then out to members if there are no executive takers. Executive that are interested in the \$100 tuition coupon are to email Tannis before the end of July.

6. Tuition Winners

The winners of the Edge tuition & Dynamics were not announced @ Edge, but Lissa has sent an email out to both winners & did not receive a response. She has mailed the certificate out as well. A deadline of August 1st for their response was given. There is a list of alternate winners that Tannis can contact if needed.

7. WCCNEP CACCN Awards

Applications of the award nominations were reviewed @ the meeting by Rhonda K, Rhonda D & Jennifer. 2 recipients from the adult stream & 1 from the pediatric stream were chosen.

8. Executive Goals 2011-2010

Tannis has asked the executive to think about what we want to concentrate on. In September we can discuss more & revise the goals. Some discussion was had around offering a pizza party for new recruitment. We had been focusing more on retention this year. There was little response from the survey we had put out of expired members. It was suggested that maybe a survey on the units..ie. what's holding you back from being a member? If they fill out survey an incentive. Survey boxes could be located in the units. In the past we have offered an initiative for signing up or renewing...ie \$10 reimbursement or stethoscope draw.

9. Sub Committee Members

The Education Fund Committee (spring & fall) members are James & Sara. The Awards Committee (Nurse of the Year & WCCNEP) will be Joy & Camille. Tannis will be involved with both committees.

10. Meeting Dates & Times

Still on Wednesdays. Discussion was had about changing the meeting time to 5 pm. This seemed to work for everyone. Lissa will update the appointments. They will be in the ICMS conference room.

11. Open Forum

Stacey reported on the Addictions Seminar which went very well & was very well received. There were 32 participants registered & 25 attended. There were some social workers in attendance. 3 from Kenora, 3 from Boundary Trails, 3 from Dauphin. 13 people from Telehealth tuned in from Thompson & another site. It costs them \$50 to connect. Advertising was in 'Healthcare Connections' which worked well but unfortunately the wrong date was posted. The postal strike was a bit of an issue with registrations as well. The Education certificate was mailed out to Telehealth participants. Dr. Lee will email her powerpoint for posting on the website. The Detectives are not able to share their powerpoint.

REVENUE:

Registration Fees: \$465.00

EXPENSES:

Advertising:

Photocopies and Mail-outs \$26.15

Speaker Gifts:

Gift Certificates \$175.00

- Dr. Lee \$75.00
- Lori RN \$20.00
- Det Goulet \$40.00
- Cst DiGioia \$40.00

Refreshments:

Costco (Food) \$72.53

Beverages + Speaker Cards \$42.08

Handouts:

Evaluations & Attendance Certificates \$5.01

Total Expenses: \$320.77

NET GAIN: \$144.23

EVALUATION RESULTS (14 submitted)

Evaluation code:	1 = Poor	2 = Fair	3 = Good	4 = Very Good	5 = Excellent
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				1	2	3	4
<u>Facility - Concordia General Hospital (Lecture Theatre 1)</u>						3	6

Comments:
 "Great location, easy parking"
 "Nice food, liked the tables with the chairs"
 "Lights up front should have been dimmed to see the powerpoints"

<u>Presentation Topic</u>	4
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Comments:
 "Dr. Lee was greater than excellent! Very knowledgeable. She should do inservices for Emerg Dept throughout the city. The nurse was also exceptional! The 2 cops were also very knowledgeable! Great topic!!"
 "Both topics R/T our profession"
 "Very timely; good mix of presenters"
 "Very enjoyable"
 "Presenter should run the video to see if they are compatible with software ahead of presentation might need other hook up for video"
 "Both speakers doctor and police very good information. Thank you"

Additional Comments:

"Excellent topic... Both of them!"

**Suggestions
for future
topics:**

"Liver Failure"
"Coagulopathy
Treatment"

Next seminar site will likely be HSC & the Victoria.

Over the summer think of some 'Ask the Expert' ideas. Some suggested were; easy lead, SBT & sedation vacation algorithms. Dave Easton may be ideal for this topic. APRV- new ventilation mode being used. The tube feeding 'ask the expert' was well received in the previous newsletter.

Next meeting: Wednesday September 7th @ 1700 @ ICMS Conference Room