

**Canadian Association of Critical Care Nurses
Manitoba Chapter
Executive Committee 2016/2017**

September 1st, 2016

1630-1730

Concordia Hospital

Present: Sara Unrau, Sarah Gilchrist, Trudy Nernberg, Colleen Shepherd
Regrets: Tara Carson, Lissa Currie, Miranda Lajoie, Monica Whiteway

1. Approval of Minutes from June 2016– All approved CARRIED
2. **Membership:** As of August 1, 2016 we are at 156 members. Miranda is continuing to send out reminder emails to expired members.
3. **Finances:** currently at \$12 939.27 plus GIC
4. **Fall Newsletter:** June minutes highlight the sections that are needed for the Fall newsletter.

ACTION ITEMS:

- Committee members were reminded to send their Fall reports to Lissa Currie.
 - Spotlight – follow up with Lissa on plans to speak with managers from Dauphin and Steinbach
 - Ask the expert –follow up with Lissa on plans to speak with Ken Borce to submit an article on the work they have done in IICU or an article on OIT conference.
5. **Spring Workshop:** “Zika and other viruses” held on June 13, 2016, 27 were registered to attend, majority were CACCN members. Finances +\$180.07

Fall Workshop: Planning for a Bud, Spud and Steak to celebrate Canadian Intensive Care Week, this would replace the Fall Workshop . . . see below (#6) for more details.

December Dinner Workshop: To be held in the beginning of December.
Possible ideas included:

- Care for the Caregiver
- Drug Overdose (eg. Cardiac drugs, diabetic drugs, narcotics, etc)

ACTION ITEMS:

- Sarah G. to follow up with Dr. Joe B, on possibility of presenting

- Committee members to email topic ideas/presenters to Colleen and Tara
6. **Canadian Intensive Care Week:** Committee has decided to continue with the plans to celebrate this week with a Bud, Spud and Steak. Any funds raised at this event will be donated to a local charity, the WRHA OIT group is willing to support the planning of this session.

ACTION ITEMS:

- Sara to follow up with Tara to check availability at Tijuana Yacht Club for November 3rd
 - Sara to follow up with Manitoba Lotteries re: lottery/liquor licence.
 - Trudy to draft a letter for prizes
 - Which local charity would we like to donate the money to? Eg. Food Bank
7. CNA Certification Study Group: deferred
8. Edge of Excellence: In June the executive discussed having an Edge full day conference every 2 years. If we plan to skip a full day conference in 2017, the March evening education session would then include our AGM. The executive members present discussed having a dinner AGM, followed by an evening session with snacks.

ACTION ITEM: Is the executive in agreement to forgo a full day conference in 2017?

9. Open Forum: We have one education fund applicant. To be reviewed by the Education Fund Sub-committee (Sara Unrau, Trudy Nernberg and Miranda Lajoie).

Next meeting: October 6th, 1630-1730 at **HSC**