

ANNUAL GENERAL MEETING



CANADIAN NURSING INFORMATICS ASSOCIATION

Date October 25, 2010

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**On site: Moncton, NB and Via Teleconference 15:30 – 16:50 Atlantic Time**

**Chairs:** Eithne Reichert (phone)  
Margie Kennedy (on site)

**Executive Present** Mary Eileen MacPhail  
Robin Carriere  
June Kaminski  
Nancy McCara  
Della Stumborg  
Andrea Partridge  
Francois Regis Frechette  
Margaret Corrigan  
Pat Walsh  
Margaret Duffy

**Members Present** Virginia Ellis (Ont)  
Pat Rothney (MB)  
Bev Mitchell (BC)  
Noreen Frisch (BC)  
Elizabeth Borycki (BC)  
Vivien (ON)  
Ann Kirk (ON)  
Pat Forester (ON)  
Kate Burns (NB)  
Karen Furlong (NB)  
Cheryl Stevens Lee (NB)  
Marise Auffrey (NB)  
Gail Dupere (NB)  
Peggy White (ON)  
Mary Lou Casey (NB)  
Diane MacLean (NB)  
Sharon Forbrigger (NB)  
Maureen C  
Sherie Ross (AB)  
Aroha Page  
Beth Durrwacjter  
Denise Ofrey

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Item #	Item	Description of Outcome	Individual Responsible for Further Action & Deadline
1	<b>Welcome from the Chairs and Introductions</b>		
2	<b>Minutes from 2009 AGM</b>		
		<ul style="list-style-type: none"> <li>• Call for errors or omissions to be sent to Eithne</li> <li>• Please note action items</li> <li>• Minutes approved with minor corrections to Della and Tracy's names</li> <li>• Acceptance moved by Tracy, seconded by Della, no opposition, no abstentions</li> </ul>	
2.1	<b>Actions Arising</b>		
2.1		<ul style="list-style-type: none"> <li>• Membership goal: to increase membership by 50% by end of 2010.</li> </ul>	
3.0	<b>EXECUTIVE BOARD REPORTS</b>		
3.1	<b>President Report</b>	See report on subsequent pages	
3.2	<b>Treasurers Report</b>	See report on subsequent pages	
3.3	<b>Membership Report</b>	See report on subsequent pages	
3.4	<b>Education Report</b>	See report on subsequent pages	
3.5	<b>Communication Report</b>	See report on subsequent pages	
3.6	<b>Jurisdictional Reports</b>	<b>ALBERTA:</b> Tracey Shaben reported that the province does not have a jurisdictional group	



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		<p>but provincial group is interested in related issues in Nursing Informatics. Peer to Peer Network has been developed for physicians, hopefully nurses will become involved as well.</p> <p>MANITOBA – Pat Rodney reported there are 27 members in the jurisdictional group. New executive are in place, primary focus currently are communication and member development. Have a history of some interesting events, and wish to continue to offer these.</p> <p>ONTARIO – Andrea Partridge reported ONIG is going through rebranding including new logo and are developing a two year plan for the group. Includes local area representatives from all LYNNs (areas). Membership is around 300. Offers 3 to 4 education days annually, that are accessible in person or via webcast. Have been working with RNAO on e-health strategy.</p> <p>QUEBEC – François-Régis Fréchette reported the group has 45 members and just reelected the President. An educational day was held last May, and another is being planned for April 2011. The group is looking for ways to enhance member use of their website.</p> <p>PRINCE EDWARD ISLAND – no official group, but nurses in the province are busy with nursing informatics initiatives such as electronic health records.</p> <ul style="list-style-type: none"> <li>• See reports on subsequent pages for:</li> <li>• New Brunswick</li> <li>• Nova Scotia</li> <li>• Saskatchewan</li> </ul>	

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Item #	Item	Description of Outcome	Individual Responsible for Further Action & Deadline
4	<b>NEW BUSINESS</b>		
4.1	<b>Approval of Bylaws</b>	Bylaws reviewed and approved by attending members New Bylaws accessible on web site at: <a href="http://cni.ca/bylaws.html">http://cni.ca/bylaws.html</a>	
4.2	<b>NI 2012</b>	Lynn Nagle reported that planning is proceeding in earnest. The website is up, and Lynn encouraged members to consider submitting an abstract for consideration when the call for participation opens. Mentorship will be available to help people write their submission proposal, as needed. Website and more information: <a href="http://www.ni2012.org/">http://www.ni2012.org/</a>	
	<b>NEXT BOARD MEETING: November 22, 2010</b>		



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## **PRESIDENT'S REPORT**

**Eithne Reichert**

What a year so far!

Following the CNIA Fall Conference in November 2009, there some transition for the Board members and President office. Based on previous processes officially, I became President in January 2010. I would like to thank June for her years of service as she continues on as Director of Communication.

Welcome to new jurisdictional members Sue Sepa (BC), Pat Walsh (Newfoundland), Margaret Duffy (PEI), Paul McCaskill (NWT), and Margaret Timmons (Yukon). CNIA has a rep from every province and territory except Nunavut. We had some changes to membership on the Board. Both Manitoba and New Brunswick have new jurisdictional representatives; Lorraine Toderash and Peggy Corrigan respectively.

There has been significant activity this year in terms of development of nursing standards work. CNIA is represented at the CNA-Infoway Nursing Standards Task Force, work that is focused on nursing standards for the EHR. We are continuing this work under the CNA-Infoway project mandate.

In March, CNIA was able to hold a face-to-face meeting of some of the members during the kick-off for the Nursing Standards Task Force.. There were a number of recommendation and frank discussions at the table that encouraged the executive to continue to work aggressively in maintaining momentum to grow and develop CNIA for the membership.



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A number of priorities and activities have been set with the Executive Board.

1. There are scheduled monthly teleconference meetings of the CNIA Executive Board. Significant to early days was the ability to track and manage the 2009 CNIA Conference deficit which took some months to finalize. The 2009 conference created a \$20,000 deficit in previous bank balance.
2. We have reviewed the roles of CNIA Board Directors and have encouraged the Directors to lead in their roles. We would like to improve the ability for Directors and Executive to use the website tools independently.
3. A priority is education opportunities for the membership. Partnering with thriving jurisdictional organizations is one of the ways to promote and support the membership services for all. ONIG education opportunities are leading the way.
4. CNIA is embarking on being be a full corporate member in the Standards Collaborative, allowing three voting members to react to the national standards that may affect nursing and health care.
5. We established an interim position (until the passing of the 2010 Bylaws) of Director, Special Appointment which formalized the linkage for Lynn Nagle who is providing leadership in the NI2012 conference planning and as the national representative to IMIA.
6. A task force was struck to review and make recommendations on the CNIA website and communication tools. A report has been developed and presented to the Board with recommendations. Feedback and discussions are being solicited.
7. A task force was struck to review the CNIA Bylaws, ensuring that the Bylaws are reflective of the future growth for CNIA. Today is the final step in that process. Thanks to Margie Kennedy and Tracy Shaben who were instrumental in review and recommendations for changes to the CNIA Bylaws.
8. A task force was struck to review membership, including dates or membership to align with other dates in the current and future Bylaws. We will continue working on aligning the membership processes.
9. A task force was struck to investigate and report options for Certification for Nursing Informatics. This work is continuing.



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10. As a CNIA representative, Tracy Shaben was able to bring CNIA greetings to the American Nursing Informatics (ANIA) and Caring conference in Boston in April.
11. CNIA was sponsored by Cerner (thanks to Sue Sepa) to host the eHealth Nursing Breakfast in June with a number of nurses in attendance. Due to attendance issues, nurses are encouraged to network with colleagues through the eHealth Clinician social event next year.
12. We have been continuing and enhancing communication with ANIA, COACH, Infoway, and CNA associations. There have been some informal discussions regarding creating opportunities for CNIA to have closer associations with COACH and ANIA.

Still outstanding are a number of items from the membership and President directions:

1. Increase membership by 50% - a motion from the 2009 AGM floor. Currently this is unmet. Strategies include promoting membership through education forums and related conferences.
2. Determined budget for CNIA operations, including policies for travel and expense reimbursement.
3. CNIA Scholarship funding to CNF to manage annual scholarship process. Requires \$30,000 investment – a motion from 2009 AGM to determine based on financial situation post-conference. Continuing discussion of the Board is required.
4. Improved knowledge of, access to, and tools for the CNIA website for use by various Director and Executive portfolios. Delays in completing work of conference were a concern.
5. Continued interest and partnership for NI2012 conference, including discussion and planning for a CNIA conference day piggybacked to the NI2012.



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### **Financial Report**

*Submitted by:* Robin Carriere

*Date:* 24-Oct-2010

Chequing Account Current Balance: \$46,417.17

Paypal Account Balance: \$7041.28

**Total Cash on Hand: 53,458.45**

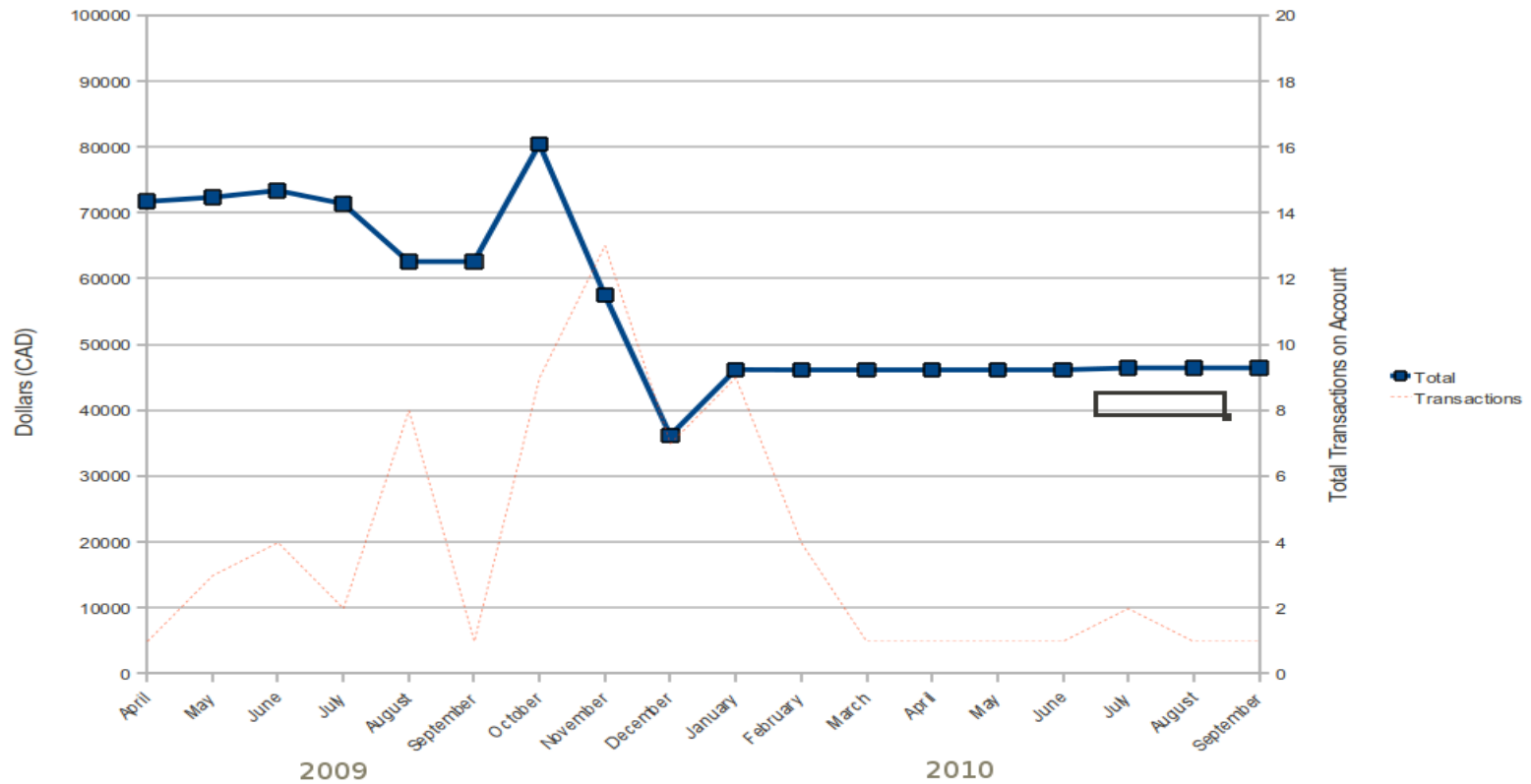
#### **Outstanding Liabilities**

- Tracey Shaben ANIA – Caring Conference (March)
- Misc fees to be submitted by Eithne (Teleconference line, etc)
- GST/HST Calculated for 2009 & 2010

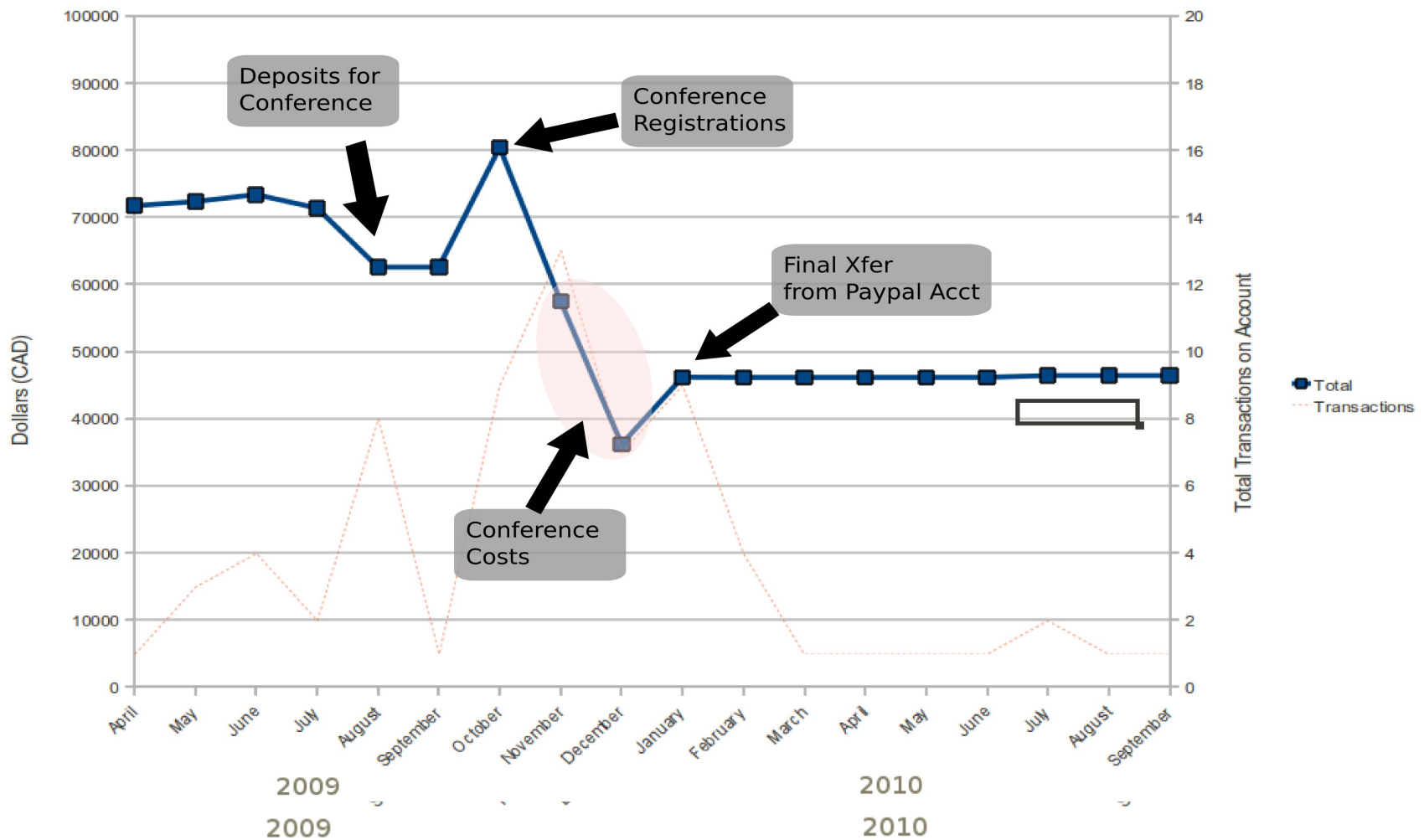
#### **Summary**

- Money is kept in 2 places – Scotiabank Chequing Account & Paypal Account.
- Finances are largely unchanged post conference.

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### **CNIA 2010 AGM REPORT SUBMISSION: Education:**

#### **1. Advancement of Nursing Informatics Certification:**

A certification sub-group was initiated to work through this process and to provide recommendations to the CNIA board. The members of this subgroup are – Heidi Chevrier, Margie Kennedy, Virginia Ellis and Andrea Partridge.

The group is looking at the NI 2012 as the goal to have a Canadian Nursing Informatics Certification in place. At this time it is felt that there is a great opportunity to move forward with the certification process.

Different certification methods were discussed:

1. Examination
2. Portfolio
3. Partnership with CPHIMMS-CPA – could we add a Canadian addendum to respond to the Canadian Nursing Informatics market



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**Next Steps:**

- CNA Discussion - review of CNA Certification Document, meet with a CNA to review the potential opportunity
- Portfolio standards – follow-up with organizations that may have this type of certification in place ie.: Nova Scotia Community College; University of Toronto
- Literature review

**2. Education:**

- Discussion started with regards to planning for CNIA conference 2011. Suggestion we consider holding an education/CNIA meeting in conjunction with NI2012.



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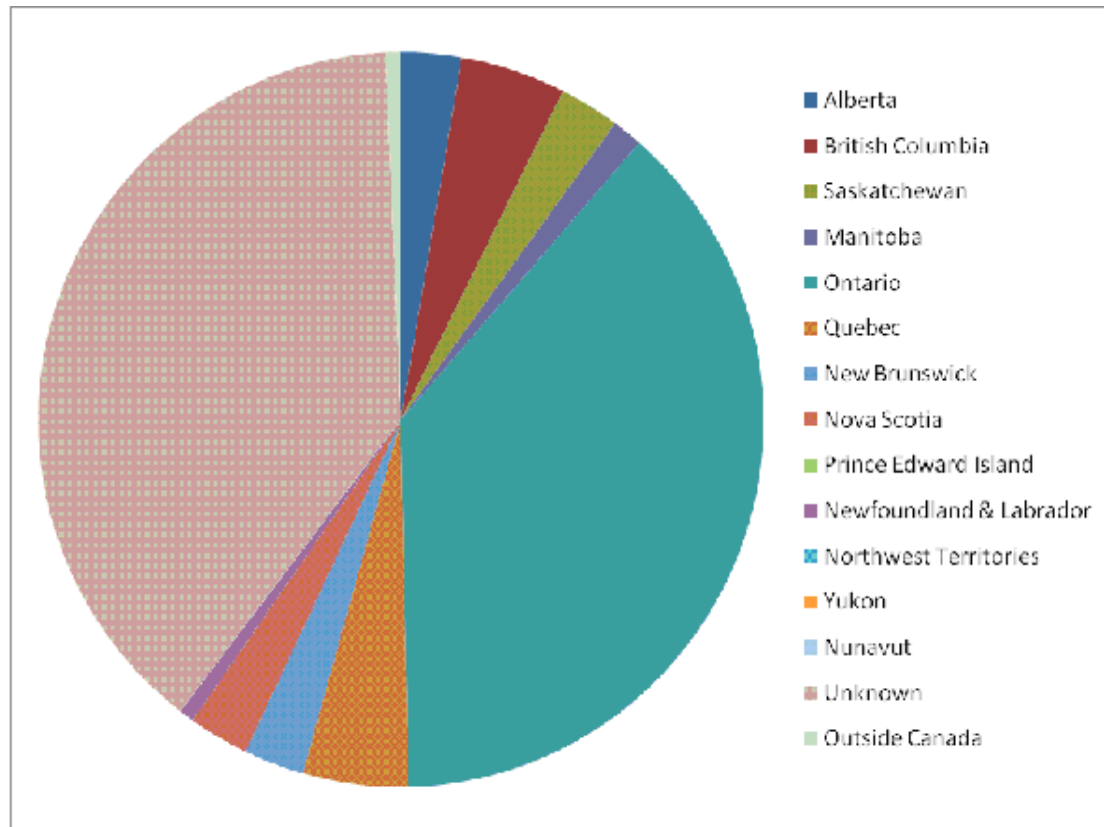
## MEMBERSHIP REPORT

Province	2010-2011	2009-2010	2008-2009
Alberta	4	14	28
British Columbia	7	13	29
Saskatchewan	4	2	2
Manitoba	2	6	6
Ontario	57	38	116
Quebec	7	0	5
New Brunswick	4	9	9
Nova Scotia	4	6	9
Prince Edward Island	0	0	
Newfoundland & Labrador	1	0	1
Northwest Territories	0	0	0
Yukon	0	0	0
Nunavut	0	0	0
Unknown	58	0	0
Outside Canada	1	2	0
<b>Total</b>	<b>149</b>	<b>90</b>	<b>205</b>



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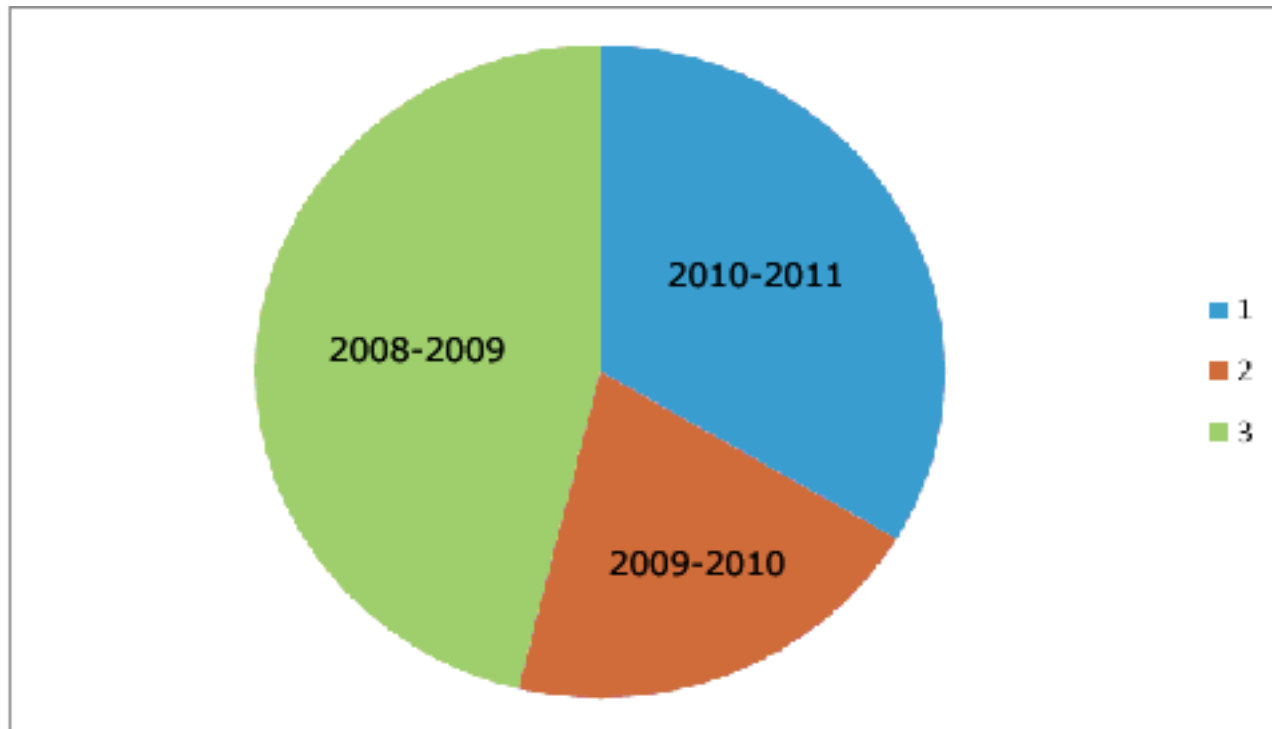
### Provincial Breakdown of 2010-2011 Membership





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### Membership by Year





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## COMMUNICATIONS REPORT

**June Kaminski**

1. **Membership Community** – content such as announcements, polls, forums, notices, and resources continue to be posted to the Community. This area is for CNIA members only. If you do not have an account yet, please go to the Community and register an account. Your account will then be approved. If you already have an account, but need help navigating through the community or logging in, just email June at [june.kaminski@cniac.ca](mailto:june.kaminski@cniac.ca) : – the Login Page is at: <http://www.cniac.ca/membersonly/>
2. **Canadian Journal of Nursing Informatics** – Volume 5 is now in process, including the Winter 2010 Vol 5, No 1 edition that presents our 2009 Conference presentations. Please feel free to contribute a manuscript or join the Editorial Board. <http://cniac.ca/journal/journal.html>
3. **CNIA Newsletter** – An edition is in process – this is the first for 2010. The goal for 2011 is three issues annually. We need content – all Executive Board members as well as CNIA Members are welcome to submit content related to Canadian nursing informatics. Please send your submission with subject “Newsletter Submission” to June at [june.kaminski@cniac.ca](mailto:june.kaminski@cniac.ca)



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### **Jurisdictional Representative Report for New Brunswick**

**Representative: Margaret Corrigan**

- Host of second Atlantic Nursing Informatics Conference
- Very active provincial group
- Growth in provincial group membership
- Creation of provincial journal club
- Website update
- Monthly teleconference meetings
- Revision of some by-laws
- Alignment of NBNIG operational year to that of CNIA



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### **Jurisdictional Report for Nova Scotia**

**Representative: Nancy McCara**

The Nova Scotia Nursing Informatics Group met monthly over the past year via teleconference. During the past year we completed a redesign of our web site ([www.nsnig.ca](http://www.nsnig.ca)). Other activities included publishing a newsletter as well as hosting a display at the College of Registered Nurses of Nova Scotia during the AGM. Some of our members participated in the NI Journal Club initiated by the New Brunswick Nursing Informatics Group and found this to be a very beneficial initiative. We have established an education working group to plan the next education day targeted for the fall of 2011.



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### **Jurisdictional Report for Saskatchewan**

**Representative: Della Stumborg**

In Saskatchewan the numbers of nurses getting involved in Informatics projects and innovations is increasing. More and more online registration for professional licensing, conference registration and various other professional activities is the norm. There is ongoing collaborative effort on a number of initiatives toward an eventual EHR in Saskatchewan. The Ministry of Health Nursing Secretariat will be launching a website to share pertinent nursing-related information and innovation. This will include some short video nursing-related excerpts as well as a wealth of electronic links to valuable resources.

We have an active Nursing Peer to Peer network, with much interest across the province and across the practice Spectrum. There is also ongoing connection to Nursing Informaticians through the Members Linkages work of the Saskatchewan Registered Nurses Association.

Saskatchewan's Nursing Community is fortunate to have the leadership of our current CNIA President; Eithne's enthusiasm is both contagious and motivating! We also recognize the leadership of the CNIA since its inception in informing nurses and creating a great network of education and support in this important role for nurses across the country.