



Conference Call Meeting
Minutes April 25, 2005
1300-1400 pm EST

Participants: Dr. Lynn Nagle (Chair)

Jack Yensen
Robin Carriere

June Kaminski (Recorder)

Alyse Capron

Mary Eileen Wall
Claude Lemay

Regrets: Lori Forand

Margie Munch

Sally Remus

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1.0 Approval of Previous Minutes

Minutes from February 22, 2005 approved.

2.0 Business Arising from February Minutes

2.1 Board composition and nomination status

- Mary Eileen Wall will let her name stand for Director of Membership Services.
- Alyse Capron will let her name stand for Director of Education.
- Claude Lemay will continue as Quebec representative.
- Nancy McCara will be taking over as the Nova Scotia Jurisdictional Rep from Mary Eileen
- Still need a Saskatchewan Jurisdictional Representative.

Conversation about the current structure of the board. The need to nurture future board members is also something we need to examine. This will be a good topic for discussion at the AGM.

2.2 National Nursing Informatics Conference 2005

- We received in excess of 50 submissions.
- Good representation from across the country + the U.S.
- One from the U.K.
- Lynn working with Jeannie on the exhibits and sponsorship piece. A 3-hour pre-conference workshop before the date. The workshop will examine the core concepts, plus a look at the F/P/T initiatives currently underway. Alyse, Mary Eileen and Robin all offered to help with the pre-conference workshop where possible.
- Lynn will send a package of flyers up to the Cerner RUG next week in Collingwood.
- Kathryn Hannah confirmed as Keynote Speaker.
- Lynn and Val Cartmel are organizing a Preconference Workshop on an “Introduction to Nursing Informatics Fundamentals”

2.3 Nursing Informatics e-Rounds

- The e-Rounds have been very successful.
- Anton Hart --> strategy to get funding to carry on.
- Some participants commented that it would be helpful to have demo of vendor systems. This could potentially be an avenue for funding

2.4 Membership Renewals

- Our numbers have decreased significantly since last year.
- Lynn will bring up bundling membership / conference fees (ie. save \$50 if you are a member).
- Online Processing - Robin & Mary Eileen will investigate. -- Need to be done by May 13th.
- Also need a paper version.

3.0 NEW BUSINESS

Goals, Projects & Initiatives for 2005-2006

3.1 Newsletter and Journal

- Jack suggested that perhaps we think about an electronic journal (using the extra submissions from the conference).
- Jack & June are Editors In Charge of the OJNI electronic journal.
- All agreed the publication should run Quarterly.
- There was some discussion about talking with Longwoods about the "Canadian Journal of Nursing Informatics".
- Newsletter will start to run quarterly and will be a good segue into the Journal.

- June will initiate the first Newsletter for 2005 soon; will contact Board members for submissions shortly.

3.2 Updating CNIA Brochure

- Will need to update the CNIA brochure. -- needed by the end of this week.

3.3 Updating CNIA Membership Application

- Will need to update the CNIA brochure. -- please send any suggestions to Mary Eileen by May 3rd..

3.4 Incorporation of CNIA

- For the purpose of the conference we need to incorporate.
- Lynn is currently working getting this done. Will likely use the expedited option.
- Will need to file income tax every year.
- Need an articulation of our goals and objectives. Cost \$255 for expedited (approved).
- Lynn will be sending out required documents by the end of this week.
- Robin, Mary Eileen, Jack and Alyse to provide Lynn with the numbers.
- Alyse will attempt to convince a CGA to volunteer time to keeping the books.

3.5 Thoughts on Agenda for AGM

- Give some thought about what should be on the Agenda for the AGM.

3.6 Bursary

- Need to setup criteria, etc. Most felt it should pertain to informatics.
- Will be two bursaries of \$500.
- June volunteered to work on it with Lynn and Nancy McCara.

Next Meeting

June 2005 TBD (Robin to send another survey).

