



Conference Call Meeting  
Minutes May 5, 2004  
1400-1530 pm EST

<b>Participants:</b>	Dr. Lynn Nagle (Chair) Lori Forand Mary Eileen Wall Margie Munch	Jack Yensen Dawn-Marie Turner Robin Carriere
<b>Regrets:</b>	Sally Remus Claude Lemay Alyse Capron	June Kaminski Mary Lou Casey Lucy Reyes

1.0 Call for Additional Agenda Items:

- Nursing Informatics Rounds
- Financials

2.0 Approval of Previous Minutes

- Minutes of February 24, 2004, issue of participants. Please contact June is to verify your status for this conference call.

**Business Arising from February Minutes**

2.0 Draft Bylaws

Final draft completed by Robin. Notification will be sent to all CNIA members to participate in the bylaws ratification vote.

3.0 IMIA – Nursing Informatics Competency Recognition Certificate

Reminder to complete the application and portfolio prior to Med Info, which is scheduled for the fall of 2004. Lynn will circulate a reminder and deadline for submission.

4.0 Update on Planning for Informatics Workshop

Lynn met with planning committee on May 4, 2004. The agenda for the session has been finalized along with speakers. Lynn will circulate notes from the meeting and the updated program.

Overview of the day: Transforming Practice through IT  
Integrating Informatics into Nursing Education  
Policy and Research Opportunities  
Open Mic

Approximately 50 people have registered for the workshop.  
Booklets and handouts are being prepared for the participants. Any handouts such as flyers from provincial interest groups please send to Lynn.

Discussion around door prizes for the event.  
Dawn Marie and Mary Eileen offered free memberships to their perspective jurisdictional groups as door prizes.

**Action: Jurisdictional groups that are interested in offering free membership to their group are to send Lynn a letter and information to present to the winner.**

**Motion:**

2-3 CNIA memberships to be included as door prizes, purchase books for door prizes from CNA funds given to CNIA to support this workshop. The price of the books would be approximately \$500 for 8.

**Motion Carried.**

5.0 Membership Renewal

Categories on the membership renewal application and documentation do not reflect discussions from the last meeting. Letter from the Jurisdictional Rep to accompany the CNIA application add an additional step to the membership process and should be removed.

**Action:** Robin to follow up Lucy to make revisions. Revised form will be vetted to the board.

Current renewal deadline of Dec 31<sup>st</sup> has past.

**Motion:**

Shift renewal date, membership year will run May 1<sup>st</sup> through to June 30<sup>th</sup> with changes in the bylaws to reflect this. Current memberships will be extended for 18 months, to June 30, 2004. Communications with members can state: Bylaw development has extended current membership to June 30<sup>th</sup>. Renewal deadline for 2004-2005 memberships is June 30<sup>th</sup> and will be in subsequent years.

**Motion Carried.**

## 6.0 Collaboration with COACH update

Gil Sampson (COACH) has appealed to Infoway to support Health Informatics education in Canada. There has been a change in the leadership at Infoway and no new information is available at this time. Lynn will keep members posted on the situation.

## 7.0 For Information

On April 22-23<sup>rd</sup> Health Canada held a brainstorming session: Challenges and Barriers to Deploying eHealth for Primary Health Care. Lynn attended this session on behalf of CNIA. Attendees included provincial government officials, other discipline representatives, and individuals from the Office of the Health Information Highway.

## 8.0 E Health 2004

CNIA breakfast is scheduled for Monday at 0730. To date there have been 15 positive responses. Cerner will host the breakfast. Agenda for the breakfast will be divided between networking and a formal overview of CNIA 's work during the year; Certification, Bylaws, Workshop, Changes to membership categories, Work with COACH. There will be a table with brochures and the CNIA banner set up for the duration of the conference.

## 9.0 Additional Thoughts

Communication vehicle for all members is needed. Discussion of a member only area or list-server. Robin informed those on the call that a mass email list is one of the functions the membership database will be able to handle. Would also be nice to have a quarterly newsletter to share interesting information

Action:

Robin will set up list-server, he will send out an email to members and you will have to register.

Lynn will start a newsletter next month. Any one wishing to contribute, please send to Lynn.

Members attending eHealth are asked to write a paragraph on each session attended to formulate the basis of the first newsletter.

## **Additions to the Agenda**

### 9.0 Nursing Informatics Rounds

Early in April, Anton Hart from Longwood Publishing spoke with Lynn. Longwood publishes journals such as Health Care Quarterly and Canadian Journal of Nursing Leadership. Anton spoke with Lynn about the opportunity to develop the concept of Nursing Informatics Rounds in collaboration with Longwoods.

Subsequently, we have received financial support from Bell Canada for monthly Nursing Informatics Rounds on line. There would be 1 topic per month, with the launch happening in June by Lynn. There would a video clip introduction from Lynn; this would be the only part that is required to be completed in the studio. These web cast sessions will include audio and slides and potentially reference materials and links.

Presentations may or may not be from nursing, for example a session on Internet security may be relevant. Other topics could include Open Source, Wireless Technology, and Human Factor. The key would be to have topics which are timely and practical with relevance to front line nurses. The presentations would be approximately 25 minutes then participants would have up to 2 weeks to post questions. This would facilitate a dialogue post sessions. This will be of no cost to CNIA and Longwoods will do all of the publicity for the sessions.

Bell has the ability to track participants for each module. Participants would view the web casts at their leisure. There is a potential to develop a CNIA certification for those who have participated in all modules. Registration would be required to attend the sessions, and this information could link back to the CNIA database. Evaluation criteria will need to be developed along with feedback processes. Fee structure for these sessions was discussed. Should this be free to members? Free to students? Members only? Available to anyone in general? No decision was made at this time. Any ideas, please forward to Lynn. Once the year is up, any intellectual property belongs to CNIA. Any suggestions can be funneled through jurisdictional reps to Lynn for consideration. Lynn will develop an announcement to send out to members. Great job Lynn!

### 10.0 Financials

In October of this year, the Western Region of Manitoba will be hosting a Nursing Informatics conference. Speakers at this conference will include Susan Newbold, Lynn and other local speakers. Dawn Marie requested CNIA support for the conference. The planning committee developed 3 categories of sponsors, \$250 would sponsor a meal, \$500 would be a gold sponsor and \$1000 would be a platinum sponsor.

Currently, CNIA has approximately \$9000 in the bank. This request raises the issue of what should be done with this money. Suggestions included: a) Investment in a GIC, b) Use as seed money for a National Conference next year c) Sponsorship of Jurisdictional groups to help launch them or support them for educational purposes d) Nursing Informatics Education Bursary, that members of CNIA can apply for.

**Motion:**

It was agreed upon that in principle CNIA would support the Manitoba Western Region in their educational conference. What that will look like it to be decided by the end of May.

**Motion Carried**

**Action:**

Follow up with the board as to what the support will be for the Western Region and how requests of this nature will be handled in the future.

Next Meeting

June/04 Lynn will arrange.