



Board of Directors Meeting  
 October 27th, 2003  
 1500 - 1600 pm EST  
 Conference Call

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

### 1.0 Introduction - Roll Call

1.1 Minutes from July 22<sup>nd</sup> accepted as circulated.

### 2.0 Business Arising from the Minutes of July 22nd, 2003

**2.1 Bylaw Development** – Group discussed whether we should complete and make a decision whether to accept the details soon, instead of waiting until the next AGM.

**Action: Bylaws will be completed, put on the website, and feedback will be sought via online discussion. A vote will be taken to expediate approval of the new bylaws.**

### 3.0 OHIH Study Recommendations Followup

**3.1 & 3.2 - Core competencies and curriculum comparison; Organization of resource materials.** Jack suggested that we could use concept mapping to structure the competencies, with hyperlinked resources embedded in the concepts. He also suggested we could use online software tools to do this in a collaborative way.

**Action: Jack will put the initial comparisons and concept mapping structure on the Seamus web server for the group's input.**

**3.3. Framework for National Nursing Informatics Agenda** – Lynn led a discussion related to the work needed to provide the necessary information, policy recommendations, and guidelines. Group decided that we need to create this information collaboratively, to build a document that addresses the gaps and the issues.

**Action: Lynn will also put this document online for group collaboration – each executive member should choose a section(s) to work on.**

**3.4. Online discussion for concept development** – covered in 3.1. and 3.2

**4.0 Members mailing list and Bulletin board** – June is organizing the member mailing list, and requested input on whether the list should be created as an “announcement” sort of list or one where all participants can post. It was decided to make the mailing list an announcement/news sort of information tool and to use a bulletin board/forum configuration on the website for member discussion.

## **NEW BUSINESS**

**5.0 IMIA – Nursing Informatics Competency Recognition Certificate** – a portfolio assessment process will be used to help nurses receive the certificates. Lynn suggested that the executive experience the process first-hand, by submitting their own portfolios. Discussion occurred related to using the process here in Canada. Since the CNIA is the official Canadian designate to the IMIA, the process would be guided by us, if it is adopted.

**6.0 Planning for Informatics Workshop - CNA-Biennium – St. John’s, Newfoundland - June 2004** – Discussion occurred around the approach we should use to present this workshop. We could do a half day or full day event. It was also suggested that we should have our first online CE offering available for this event.

Should we use a Nursing Informatics 101 approach? It was noted that leaders in telehealth, online education and informatics in underdeveloped countries live and practice in the Maritimes – the anticipated audience could be fairly sophisticated regarding informatics. A suggestion to include a webcast approach was well received, to enable executive in other parts of the country to participate. Jack and June both volunteered to actively participate in this area.

**Action: A workshop taskforce including Lynn, Jack, Sally, June was organized to address the planning of this workshop.**

## **7.0 Membership Drive 2004**

Discussion revolving around Provincial group alliances occurred – we need more discussion with executive of provincial groups and with CNIA executive and members.

Lucy pointed out that we get applications at all times of the year. Technically, the membership year runs from January to January, but if applicants join within the last four months of the year, their membership should be extended to “fit” the actual membership year.

**Action: Send feedback to Lucy about how to structure the fees (especially for provincial group members). Lucy will put out a message to members advising them that we are consulting with provincial groups. We will extend the renewal time window to accommodate the gathering of input from members. Lucy will write a communication to members, and circulate it to the executive for feedback. It will then be put on the web for member input.**

## **8.0 eHealth 2004**

The next annual event will be held in Victoria, BC. Putting out a call for participation. So far, Lynn, Jack, June and Alyse plan to attend.

## **9.0 Group Affiliates**

Lynn will be meeting with the OHIH Advisory Group to update them about our work. She is also working on the Annual Report for the CAN. She is presenting information to various groups related to the OHIH study, and receiving a lot of responses.

**10.0 Date for next meeting?** Recommended for early December. We need to discuss membership online dialogues. Also whether to extend the current executive appointments for another year.

**ADJOURNED:** 16:25 pm EST.