



Board of Directors Meeting
November 3, 2004 3:00 pm EST
Conference Call MINUTES

Participants:

L. Nagle
C. Lemay
M.E. Wall
J. Yensen
L. Reyes
A. Capron

Regrets: S. Remus, DM Turner, L. Forand, M. Munch, J. Kaminski

1.0 Introduction - Roll Call – Helen Spinney was introduced as the new jurisdictional rep for NB, replacing Mary Lou Casey, who was thanked for her contributions to the Board over the past two years.

1.1 Minutes from September 15, 2004 approval

Business Arising from the September Minutes

2.0 Membership Renewals 2004 – Lucy followed up with the non-renewals, with limited response as to why they had not renewed their CNIA membership. Lucy and Claude **will review options to establish on-line fee payment for membership and associated cost. They will also determine whether or not our memberships can be processed through the CNA membership process. Terms of group membership should also be clearly articulated.**

3.0 National Nursing Informatics Conference – Lynn updated that a group has been convened to begin the conference planning. We are currently looking at next fall as a target for the National conference to be held in Toronto.

4.0 Nursing Rounds - Lynn indicated that Longwoods has been unable to launch the CNIA rounds this fall due to changes at Bell. Hopefully, these will begin early in the new year.

NEW BUSINESS

5.0 Call for Nominations – Discussion regarding the need to issue a call for nominations for a 2005 election of the CNIA executive. It was agreed that 2 of the positions should be open in any given year in order to maintain some continuity among the Board. Suggestion that at least one of the Director positions and the President-Elect position be posted for nominations. Lynn **will recirculate the role descriptions and ask each of the Directors regarding their intent to remain in their position.** Both Lucy and Jack indicated their

willingness to step down should someone else be interested. **Plan to issue call for nominations in mid-January and post a ballot by the end of January for the new positions to assume office as of the AGM in conjunction with eHealth 2005.**

6.0 BC request – Alyse has requested start-up funds for the BC interest group to get established. The Board approved an allocation of \$500 to the group. Lynn will issue a cheque for same to Alyse.

7.0 NI Bursary – Discussion regarding the allocation of funds for educational bursaries in the amount of \$500 each. Jack **will undertake to prepare a draft application form for the CNIA bursaries to be announced at the AGM.** Propose offering 2 bursaries in 2005 for individuals pursuing education in informatics.

8.0 Other – Director of Clinical Informatics Job Description – Claude asked if anyone could share job descriptions relative to a manager or director of clinical informatics. Lynn agreed to send the Mount Sinai Hospital versions with him.

Conference call connect information:

1-877-385-4099

Participant Access Code: 50819#