

OPANA Board Meeting

**Brio's Restaurant
Columbus, Ohio
August 17, 2013
Call to order: 11:14**

Attendance: Jeanne Guess-Immediate Past President/NOPANA, **Rose Durning**-President/DAPANA, **Sharon Gallagher**-Treasurer/Membership/CAPANA, **Gayle Jordan**-District Rep/DAPANA, **Debby Niehaus**-Webmaster/CAPANA, **Debbie Wolff**-ASPAN Rep/NEOPANA, **Alabelle Zghoul**-Awards/COPANA, **Teri Siroki**- Vice President/NEOPANA, **Pat Dempsey**-Standards Operations/GCPANA, Rep/CAPANA, **Cathy Prince**-guest/GCPANA, **Gail Martin** – guest/DAPANA, **Eileen Ritko**-guest/GCPANA.

Absent: Iris Marcentile-Secretary/COPANA, **Jane Booth**-Scholarship/CAPANA, **Renee' Garbark**-Snooze News Editor/DAPANA, **Sally Morgan**-Govt. Affairs/District/COPANA, **Sharon Hay**-District Rep/CAPANA, **Jean Kaminski**-NEOPANA Rep., **Teri Shine**-Gold Leaf Committee/GCPANA, **Sue Guertin**-Convention Chair/COPANA, **Nancy Post**-Fund Raising/WYPANA rep

Reports:

Secretary's Report/Meeting Minutes

Minutes from the May 17, 2013 Board meeting reviewed with the following corrections: See revised minutes. Minutes from the May 18, 2013 Membership Meeting reviewed with corrections made.

Motion to approve the revised minutes: 1st Deb Wolff, 2nd by Debby Niehaus.

Motion to approve the revised membership minutes: 1st Gayle Jordan 2nd Allabelle Zghoul.

Slate of Officers for 2012 - 2013

Rose Durning– President

Teri Siroki– Vice President/President Elect

Sharon Gallagher– Treasurer

Iris Marcentile– Secretary

Debbie Wolff– ASPAN Rep

Jeanne Guess- Immediate Past President/Nominating/NOPANA

President: (Rose Durning)

1. **OPANA Fall Conference**-October 12, 2013 at Mt. Carmel East in Columbus. Country Inn & Suites is giving us a complimentary meeting room. Cost will be \$65 for members, \$75 for non-members, and \$25 for students. Motion that Board Members cost be \$50 Motion to accept the registration costs; **1st Sharon Gallagher, 2nd Allabelle Zghoul.**

Possibly 2-3 vendors.

Ask for a non-perishable food item.

Sue Guertin will place food order as handled the past few years, but will not be attending. Deb Wolff & Alabelle to manage food at conference.

Distribution of jobs for the Fall Conference is as follows:

Folders–Alabelle.

Goody bags – Gayle Jordan.

Items for goody bags–NOPANA, Deb Wolff, Alabelle&Rose.

Sharon to handle registration.

Debby Niehaus & Nancy McGushin to handle AV.

Request posters on EBP, research, quality & education – Rose will add to the flyer **along with please bring a donated non-perishable item for a local charity**

2. **LDI:** Component Development Institute (CDI) has been renamed Leadership Development Institute per ASPAN. To be held in Kansas City Sept. 6th-8th Rose Durning & Teri Siroki to attend. OPANA has agreed to pay for 1 additional person if anyone is interested. Sue Ryan, Sue Hay & Debby Niehaus have declined. Rose & Teri will request ASPAN to get the information out earlier so that people can arrange their schedules.

3. National Conference April 27th-May 1st 2014, Las Vegas, Nevada-scholarships needed to be in by July 1st 2013. Rooms will cost \$85/night until Jan.17.

4. Spring Conference May 18th 2014, Toledo Ohio

St. Luke's Hospital Maumee, Ohio. Hotel to be determined. Board meeting May 17th. The day will be divided with half being a national speaker and half being local speakers.

5. ASPAN Website has been updated.

Vice-President (Teri Siroki): Upcoming Fall 2014 Conference-Brought up the idea of having a national speaker from ASPAN. Discussed pros & cons, with members sharing their experiences with using national speakers. It was decided to continue looking for local speakers to keep our expenses down and to be able to meet our other requirements for the day.

Suggestions for topics & speakers included: Robotics; Law/State Board; Dr. Uzman Khan on Neuro-interventions; Dr. Paul, a Dayton area Trauma Surgeon; Evelyn Robbins on Yoga; and Tracy Underwood, the Region III director(Rose to contact at LDI). Teri Siroki to contact Lynn Sekeres regarding the possibility of earning a CE on poster presentations.

Alabelle emphasized that more direct care topics are needed.

Treasurer (Sharon Gallagher):

Beginning balance reported was: \$16,604.22

Ending balance reported was: \$11,929.21

RADA Knife Sales netted \$2,171.64

Sharon informed the board that Quicken is working well although she is using the old format for reports.

Motion to accept the report: Debby Niehaus, 2nd by Teri Siroki.

Membership (Sharon Gallagher):

Total Members: 811

CAPANA: 119 **GCPANA:** 381 **WYPANA:** 6

COPANA: 99 **NEOPANA:** 69

DAPANA: 82 **NOPANA:** 54

There is 1 member from Marietta who has not been assigned to a component. Sharon was asked to send the name and phone number to Rose Durning to follow up on this. It was discussed that this person should probably be in the COPANA district.

Committee reports:

ASPAN Rep (Deb Wolff): No report.

Standard Operations (Pat Dempsey):

OPANA Policy & Procedure - A copy of the new Gold Leaf Award Committee policy was emailed to the board for review. Numbers in the old index will change. The policy will be available on the website for printing or downloading. Old notebooks which many board members have will be eliminated.

The Gold Leaf Award Committee Policy is completed and will be added to the OPANA Policy & Procedure Book after approval by board members.

Addition to OPANA By-Laws:

Article VIII Committees

Section 8.1 – Standing Committees

E. “Gold Leaf Award Committee to prepare and submit the Gold Leaf Component of the Year application to ASPAN and the Shining Star Award application to ABPANC.”

Motion to Accept: 1st Pat Dempsey, 2nd Alabelle Zghoul

Program Committee (Pat Dempsey): OPANA Policy 20-120 - Clarification that the Education Committee is a subcommittee consisting of the President, vice president and a member appointed by the president. Member must have a minimum of a BSN. Alabelle is the current appointee. This was voted and discussed at the May Board meeting.

Fund Raising (Nancy Post): Absent- Nancy could not be at meeting, but will be at the fall conference with cash and carry Rada knives. She will be joining GCPANA.

Scholarship (Jane Booth): Awarded 32 scholarships for \$2285.00 at the Spring Seminar. Highest number awarded in a long time.

Convention (Sue Straits Guertin): Absent. Convention discussion by Rose Durning.

Historical: (Debbie Wolff): Send any photos or items to be archived to Deb Wolff.

Awards (Alabelle Zghoul): Needs an address for Michael Hoban who won Recruiter of the year in the spring. Sharon to get his address to Alabelle. Outstanding Achievement Award will be announced at Fall Conference.

- **Gold Leaf**-.New form is being developed. Going to eliminate “going green” initiative as it has been met. There are a few other changes. Will be sent to ASPAN Board of Directors for approval.

Webmaster (Debby Niehaus): Debby has spent about 15 hours re-doing the webpage. She brought some examples to show how it will look. Scholarship & award forms will be available on the webpage. She needs a camera ready art picture of the OPANA Logo. She purchased the 2 year Gold Package for \$328.00 saving OPANA \$210.

Publications/Snooze News (Renee’ Garbark): JOPAN has a yearly editorial meeting to discuss topics they would like to focus on for the next year. Renee suggested that having a brain storming session with OPANA board members and passing the chosen themes along to the membership could encourage others to contribute articles for SnoozeNooze. It would also help our regular contributors to cover our areas of interest. Debby Niehaus suggested a short meeting before or after our next board meeting.

Government Affairs (Sally Morgan): Absent. No report. Congratulations to Sally Morgan on her wonderful article in Breathline.

District Reports:

CAPANA – (Sharon Gallagher): No activity this summer. Social meeting and installation of officers was held in May. First board meeting will be next Monday. First meeting is Sept. 18. New president is Sharon Hay. New OPANA rep is Sharon Gallagher.

COPANA – (Alabelle Zghoul): June 15 meeting was breakfast with a cue. September 14th meeting topic will be MRSA. Planning a 2nd Annual Peri-operative Safety Conference in January.

DAPANA – (Gayle Jordan):

1. Dates for the upcoming years meetings were verified: November 9, 2013, February 1, 2014, and April 12, 2014. Maxon Parlor has been secured for the November meeting.

2. Suggested topics for the November meeting were ERCP and trauma.

3. There will be four speakers for the February half-day seminar in celebration of PeriAnesthesai Nurses Week... ENT, financial responsibility in the workplace, gynecology, and yoga are possible topics.
4. Application has been made to the Internal Revenue Service concerning DAPANA's non-profit status and is awaiting a response.
5. It was agreed to try the Split –the-pot raffle at each meeting for a fundraiser.
6. A membership to ASPAN will be given away in November through a drawing of names of members who attended all 3 meetings this past year. 13 members are eligible.
7. The DAPANA bylaws will be reviewed at the November meeting.
8. A Save The Date email announcing the upcoming November meeting will be sent out in August.
9. Discussion took place on how to get more hospitals involved. Brainstorming produced names of nurses at the various institutions that will be contacted and asked to be the hospital representative and point person for DAPANA. Gail and Bonita will work on a presentation to promote DAPANA.

GCPANA – (Sue Ryan): No summer meetings. Next board meeting in September. The September meeting will be held at Geauga Hospital on the 17th. The topic is Malignant Hyperthermia and we will have hands on demo with Dantrolene vials. The November meeting is 11-12-13 at Pineridge Country Club, speaker to be determined.

NEOPANA – (Teri Siroki): Board for 2013-2014

President –Teri Siroki

Vice President – Sally Swartzlander

Secretary – Marilyn Lowe

Treasurer – Fran Wilson

District Rep – Jean Kaminski

We held our first board meeting this past Tuesday August 13. We are planning 7 monthly meetings this year with ce's. We will be holding our annual reverse raffle on Monday October 28.

We will re-imburse our members in good standing for NEOPANA Conferences, CPAN/CAPA cert/recertification, and National dues. This year we will reimburse tuition for any members attending the National Convention.

We plan to make a donation to a battered women's shelter in December.

NOPANA – Next quarterly meeting to be September 14 with speaker to be determined.

WYPANA – Nancy Post: Absent-No Report

New Business:

Debby Niehaus – Looking for up & new comers to mentor for ASPAN. Would like to start this at the component level. The Leadership Committee name will be changed to Emerging Leader Program. Would like to evaluate individual strengths & weaknesses, demands of work and home life and other factors impacting new leaders.

Social Networking: Facebook & Linked in – ASPAN has a link on both these sites. Teri & Rose to gather more information at LDI regarding concerns of protecting privacy of email addresses, how many components have it, are they using it, is it helpful? Are other sites being used?

Gold Leaf: Request that Terri Shine sent out a grid to track Gold Leaf Activities among the components. Where is our greatest weakness? Make sure to identify community events representing OPANA and the components.

Conference Call Request Forms: Rose to get information at LDI.

ABPANC: Currently running a promo on practice exams, buy 1 get 1 free. Cost \$35.

ASPAN Quarterly Report: Published July 31, 2013. Rose to send to board members for review.

Breathline: Going to a single line format

Next Board Meeting: October 11, 2013 at 8:00pm at Country Inn & Suites

Motion to adjourn: Deb Niehaus, 2nd Debbie Wolff. **Time** 2:50p.m...

Respectfully submitted,
Teri Siroki, BSN, RN
OPANA Vice President

In absence of secretary Iris Marcentile