

OPANA SUMMER BOARD MEETING-2016

Brio's at Polaris Mall
Columbus, Ohio
August 20, 2016
Teri Siroki: President

Called to Order: 11:03

Attendance: Teri Siroki (NEOPANA), Sally Swartzlander (NEOPANA), Iris Marcentile (COPANA), Tina Harvey (DAPANA), Debby Niehaus (CAPANA), Alabelle Zghoul (COPANA), ElizaBeth Cooper (NEOPANA), Patty Molder (GCPANA), Debbie Wilson (NOPANA), Bonita Woodin (DAPANA), Sharon Gallagher (CAPANA), Patty Molder (GCPANA), Brandy Mather (DAPANA), Introduced new member of Board: Diane Smith (CAPANA), Debbie Wolff (NEOPANA).

Absent: Nancy McGushin (COPANA), Jane Booth (CAPANA), Rose Durning (DAPANA), Jean Kaminski (NEOPANA),

Slate of Officers 2016-2017:

President: Teri Siroki
Vice President/President Elect: SallySwartzlander
Immediate Past President: Rose Durning
Treasurer: Carol Zacharias
Secretary: Iris Marcentile
ASPAN Rep: Sally Swartzlander

President's Report: (Teri Siroki):

1. Fall Seminar preparations are completed and the flyer is available at the website. Sally & I (Teri) researched the hospitals with PACU's across the state. We selected some and sent flyers for the fall seminar in an effort to increase attendance. Sally and Teri also felt this would be a good recruiting tool. Teri and Sally did not ask OPANA to sponsor this activity at the last meeting. The cost for copies, envelopes, and postage was \$56.59. If the members are in favor, would someone make a motion to cover these expenses? **Sally Swartzlander** made a motion to reimburse Teri Siroki for cost of postage and mailing for fall conference flyers and invitation to managers and staff of perianesthesia units in Ohio to attend the fall conference. **2nd by Debby Niehaus**. Board voted on this motion-motion passed and carried.
2. CPAN/CAPA Dates: Registration Window July 11-September 6 with exams being held on October 3-November 25.
3. Message from ASPAN Nominating Committee:
Hi, my name is Arlene Reinhart and I am a member of the Nominating Committee. As a group, each of us has been given a region to reach out to. I have sent an email to Jen Kilgore about possible candidates for the 2017-2018 slate. The open positions include VP/President Elect. Director of Education, Director of Research, Treasurer, Region Directors for regions 1,3,5 & 6 positions on the Nominating Committee. Jen gave me names within your components, but as leaders, I am hoping that you could reach out to your members to see about any possible

candidates. The closing date is October 1st for submission and since LDI is September 16-18, that is why we are reaching out now. You can email Arlene at Arlene.reinhart@gmail.com if interested.

Secretary Report: (Iris Marcentile):

Minutes from the 2016 Spring Board and Membership meetings was approved with no corrections or additions. Motion to approve Secretary Report by: **Debby Niehaus, 2nd** by **Alabelle Zghoul.**

Treasurer Report: (Bonita Woodin)

Beginning Balance: \$14, 946.51

Income: \$4, 631.00

Expenses: \$5990.20

Ending Balance: \$13,587.01

Motion to accept Treasurer Report by: **Deb Wolff, 2nd** by **Deb Niehaus.**

Membership: (Bonita Woodin): Total Membership 620

District Member Numbers:

CAPANA: 134 GCPANA: 70

COPANA: 124 NEOPANA: 70

DAPANA: 80 NOPANA: 42

Vice President/ President Elect Report: (Sally Swartzlander)

2016 OPANA fall seminar speaker will be Lois Schick. Lois has agreed to be our speaker for the entire day. Lois has booked her flights. She arrives on Friday, October 21, 2016 at 12:44 on UA flight 1787 and returns to Denver on Sunday, October 23, 2016 at 6am.

Expenses-Flight \$299.20. Friday hotel room \$92.00 plus tax. Saturday hotel room (AAA rate): \$134.10 + tax. Lecture (6 CE): \$600. Per Diem: \$50 per day-\$100. Approximate cost: \$1225.30.

Advertising-Flyers mailed to approximately 99 hospital PACUs throughout the state by Teri & Sally. Posted on OPANA website. Emailed out to membership by each District Rep.

CE, flyer, folders-Alabelle

Conference Room & Lunch-Sue Guertin; both sides of room saved-175 people? boxed lunches?

Goodie bags- Sally has the bags to donate. Do officers/components want to donate and we fill the bags in October or does one person want to take the bags and bring them back filled at October Board Meeting?

Fundraising-50/50 raffle. Chinese Auction and Silent Auction. Anyone have any items or baskets that you would like to donate? We would like to see the profits of the Silent Auction go to Ronald McDonald house since that is our service project. Already donated items include: several Thirty-one bags embroidered with OPANA, handmade bowl, 2 bottles of wine/glasses, ASPAN shirts in various sizes, ASPAN lunch box, ASPAN insulated tote bag, & ASPAN cup.

Door Prizes-ASPAN tote bags, ASPAN pill box, ASPAN clip, ASPAN luggage tag.

Vendors-ABPANC, Medical vendors, Shoe vendor, book vendor. Need vendor form updated from last year. Keep cost the same or ask for door prize?

Tables-RADA knife cash & carry table/fundraising table, poster presentations.

Service Project/Fundraiser-Ronald McDonald House Charities of Central Ohio (www.rmhc-centralohio.org). We will be collecting items for their wish list including: 55 gallon/tall kitchen trash bags, gift cards for Target, Kroger, Wal-Mart, Giant Eagle, Petco, etc., disinfecting wipes/spray. HE laundry pods,

foil/Lg foil roasting pans, scrubbing bubbles (bathtub), hand soap, sandwich Ziploc bags, full sized white flat/deep pocket fitted sheets, white wash cloths/hand towels, postage stamps, and gas cards. We will also be accepting monetary donations to give them.

Immediate Past President/Nominating: (Rose Durning): (**Absent**):

Report sent to Secretary Iris Marcentile via email: We need to actively look for someone to be the VP/President Elect for May 2017-2019. Also the Secretary is up for election if anyone wants to take Iris' position but she is still willing to do it.

Historical: (Debbie Wolff):

If you have any pictures that can be put in historical book please send them to me.

Government Affairs: (Jean Kaminski):

Medical Marijuana- HB-523

Ohio became the 25th state to legalize medical marijuana when HB 523 was signed. It becomes effective September 6, 2016. Established parameters for using and producing must be followed. The Department of Commerce and the Board of Pharmacy will jointly administer the program. There will be a 12member Advisory Committee made up as follows:

2 physicians

2 pharmacists

1 person to represent employer interests

1 person to represent agriculture interests

1 person involved in mental health treatment

1 patient

1 person representing law enforcement interests

1 labor representative

1 nurse

No home growing is allowed. No smoking is allowed. Authorized forms include marijuana oils, tinctures, plant material, edibles, patches, vaporization and other forms authorized by the pharmacy board. There are 21 recognized conditions for use and the state medical board may add others.

NDASH - March 22, 2017

Publications/Snooze News: (Tina Harvey):

Tina is still requesting articles and or pictures for Snooze News. Would like to see more research articles. Deadline for next publication is November 1st.

Standard Operations: (Nancy McGushin): (**Absent**): Report sent via Email

1. The Bylaws and Policy & Procedure revisions approved at the 2016 spring seminar have been completed.
 - An e-copy of each has been sent to the OPANA Board of Directors. They have been instructed to print and replace the copy in the Operations notebooks. The OPANA Executive Committee will save them to their OPANA jump drives.
 - The new documents will be published by the Web Master Debby Niehaus (Telecommunication Chairperson).

- Nancy will send the revised Bylaws to ASPAN
2. Review of the Bylaws and Policy & Procedure Manual will need to be started at the Fall Board of Directors meeting.
- We will need 2 workgroups-1 for Bylaws and 1 for P & P.
 - Anyone willing to serve on these workgroups should contact Nancy.
 - When divided among several people, the review goes very quickly.
- Several people agreed to stay an extra night at the Country Inn and Suites to go over the Bylaws, P & P on Sunday after the conference. Sue Guertin will contact the hotel about getting reduced price for second night.

Fund Raising: (Sharon Gallagher):

Income: Spring Cash and Carry-\$129.75

OPANA Pens: 5/14/2016-\$37.25

6/15/2016-\$15.00

OPANA Pins: 5/14/2016-\$30.00

Sharon distributed fundraising RADA booklets to the district representatives to be handed out to their members. Orders need to be collected and turned into Sharon by November 5th. Sharon also brought envelopes with 30 pens in each envelop to give to anyone who would like to take and sell.

Sharon would be interested in coming to any component meeting and have cash and carry items at their meetings, just let her know when, where and time. She will have a cash and carry table at the fall conference.

Scholarship: (Jane Booth): (**Absent**) Sent via email

Only 2 applications were submitted for scholarship after spring meeting, so 2 scholarships awarded for total of \$150.00.

Convention: (Sue Guertin):

Arrangements have been made for the Seigel Center and Country Inn and Suites for Sue. Sue stated that the new manager of hotel agreed to let us use the meeting room at no extra charge.

Sue contacted the food service about ordering box lunches instead of having the usual buffet. She received a pamphlet with several options, this was discussed and board gave Sue permission to go ahead and order a variety of wraps in the box lunches. Beverages will be furnished.

Sue will be calling Country Inn and Suites to see about getting the rooms for same price as Friday night for the one's staying over to review the Bylaws, P&P. She will email us and let us know when she has talked with manager.

Program Committee: (Alabelle Zghoul): Fall conference approved for 6 CEs.

Awards: (Deb Wilson):

The next award presented at the fall conference is Outstanding Achievement Award. Nomination form is available on the web site. Please get to me before the fall board meeting. This nominee is forwarded to ASPAN for the ASPAN Outstanding Achievement Award. Applications form is being revised for the website to better match the ASPAN requirements and correct the contact information.

Email: deb.wilson@promedica.org; DLwilson19@aol.com

Spring award is for recruiter of the year---plenty of time left in year---keep on asking peers to join the organization.

OPANA Award for Outstanding achievement was presented in fall:

- 2016: Need nominations, please turn in nominations to Deb before fall board meeting.

OPANA Recruiter of the Year presented at spring conference:

Gold Leaf/Shining Star: (Beth Cooper):

Teri and I received the feedback letter on our Gold Leaf Contest Application. The critique was more specific than the 2015 feedback form. The purpose of the Gold Leaf Application is:

1. Recognize excellence in component Leadership and membership development, communication, education services and community relations.
2. Encourage Quality Component Management.
3. Recognize with distinction and visibility the efforts and results of meaningful activities that build a strong component.
4. To benchmark standards.

There are 36 questions on the report. There are 16 required response questions that are termed "The Sweet Sixteen". We received "High 5" feedback on 20 questions. We also had 14 questions suggesting improvement. Some questions received both praise and improvement suggestion feedback.

Here is the feedback for the required 16 Questions "Sweet Sixteen":

1. #1 Goals/Strategic Plans: Improve by setting time frames. I believe Illinois and Texas have a format we can adapt our plan to.
2. #2 Orientation Program for Board Members: Good=excellent check list. I hope we can submit Bonita's transition for 2016.
3. #6 Policies/Procedures: Good that its online Improve by having policy review dates.
4. #7 Welcome materials: Good. The welcome postcard is clever.
5. #8 Non renewing member materials Improve by showing efforts to maintain non renewing members. What are we doing to get them back? Here's suggestion-perhaps email the non-renewing member with a brief "Sorry to see you not renew-would you mind telling us why? They could have 4 reasons and 2 areas for response. I personally have been in 4 national nursing specialty organizations and stooped subscriptions when I changes specialties. The response could be emailed to me or whoever you choose. Like Bonita!
6. #9 Member achievements: Good, liked the diversity Improve by recognizing new certifications, BSN, MSN. Use Newsletter. I have seen many newsletters congratulating newly certified members>
*District Reps keep your ears open.
7. #10 News letter. No comment made.
8. #11 Sample email blasts. Improve by documenting number of eblasts sent. I sent the email blast we did for N-Dash. * We need to fix this one.
9. #14 Certificate of contact hour for each education offering: Good. Broad range of subjects and contact hours awarded.
10. #17 Financial verification. Good. You are to be commended for responsibility managing your assets.
11. #19 Advertising Materials for scholarship. Improve.
12. #22 ASPAN volunteer positions documentations. Good. 15 positions held.
13. #28 Community or Education Program Participation. Improve. The spring conference excelled. Looks good for fall.
14. #31 Nursing school. Improve. Need better documentation of student externs and attendance to meetings. Also what schools we send notice of conference too. Kudos on student pricing. Do we have a directory we send seminar notifications to?*
15. #32 Published Articles. Good Keep up the good work.

16. #34 Education for EBP/Research. Good. GCPANA poster presentation at fall fling gave research points.

We had good presentation at the 2016 National Conference. Perhaps we can get some posters available for fall conference?

As I prepare for our 2016 report, I am reading other components' newsletters and websites. Keep in mind that the Gold Leaf is rewarded to the component entry that has scored the highest amount of points. My understanding is Kentucky was the clear winner scoring 15 points over the next highest score. It is a contest. I am curious how we fared in points. There is an online discussion going on in the M/M subgroup about awarding a 2nd and 3rd place. I think that the feedback given to us was fair. The improvement suggestions are achievable. I am going to think of the Gold Leaf Award as a report card. The questions and expectations are steps to keep our component active and "attractive" for new members to join. I hope to learn our score and Kentucky's score. I would like our 2016 Gold Leaf report to show improvement by:

1. Put our Strategic Plan in a format that has time frames. (We have been cited 2 years to do this.) I will bring format to meeting.
2. Show dates on our policy/procedures that say either, Approved, Amended or Reviewed.
3. Congratulate New and Renewed certifications on the website or newsletter.
4. Acknowledge Certification Coaches on the website or newsletter.
5. Have a website or newsletter column called Research/EBP Alert Advisor. GCPANA has CCF sending posters to National Conference. I can explain this better verbally.

This is a good start...

**We do good things we forget to report. Reps listen out on your members... Do you have members who volunteer as nurses or that do community work? **Both KSPAN and TAPAN were cited in "Breathline" for recognizing their members' achievements. I am talking beyond our present 2 OPANA awards.

As members receiving awards at work that could be reported? We need to nominate members for the Above and Beyond Award and other categories. I will gladly share our official report to any of you. Thanks for all of your work!

Webmaster: (Debby Niehaus):

The website continues to be a one stop shopping for information local, state, and nationally thanks to all of you sending me your district updates, reports, minutes, meeting notices, and pictures. I have been contacted by two components wanting to have information on how to place info on sites and to get ideas for them to do incorporating of some borrowed changes to their site.

We continue to have many members and visitors to our site. I encourage you to have your district members to use the site for updates on monthly meetings and contact information. Members can access the site from any computer with Wi-Fi or their smart phone. We need to continue promoting the site as a recruiting and retention for state and district members.

I need your information about the board and district updates:

1. Meeting notices, district minutes, activity participation in community, scholarship forms, and or flyers

2. Updates on Elected Leaders and their pictures at installation if possible. If you do not want all officers then send President of District for the site
3. Pictures to share (**Please send accompanying email** that you have permission for the people in the picture that we can publish on website. **This is needed.** Include names if you want them on the picture on site)
4. If you have a district logo that I do not have please send
5. I still need Officer and Board Bios and any changes you wish on Board Page. And we will make sure to have updated P&P and Bylaws on page soon.
6. Suggestions for any new pages for the web

Thank you for all your contributions.

District Reports:

CAPANA:

CAPANA has been inactive during the summer. At our last meeting, which was a dinner and awards, we presented certification pins to 4 members who were certified since fall: Patrick Bobst, Melissa Dennis, Brenda Husky, and Anita Brown. CAPANA also awarded our “Legacy Award” which is similar to OPANA’s Outstanding Achiever award, to Sue Geary, who is a long time member and has always been very active in our organization.

CAPANA 1st meeting of this year is in September at Bethesda North Hospital entitled “Super Bugs”. Should be very interesting.

Sharon Gallagher is our new president. We are looking forward to hosting next year’s OPANA spring conference which will be on May 20, 2017.

COPANA:

2016-2017 COPANA Leadership:

President: Nancy McGushin

Immediate Past President: Alabelle Zghoul

Vice President/President Elect: Iris Marcentile

Treasurer: Annelle Garcia

Secretary: Mary Beth Ryan

Corresponding Secretary: Marion Millan

Scholarship/Membership: Monica Eutsey

COPANA held their quarterly meeting on July 16, 2016 at the Fairfield Medical Center starting at 8:00 am with a continental breakfast, followed by a presentation on “Regional Anesthesia Update” presented by Matthew Jaruwannakorn, MD, Lynn Forgrave, BSN, RN, CAPA, and Nancy McGushin, MSN, RN, CNL., CPAN. Following the presentation was a brief meeting.

Next quarterly meeting is scheduled for September 17, 2016 at Nationwide Children’s Hospital Columbus Ohio. Speaker, time TBA. Nancy will send a flyer out and put on OPANA website when arrangements are finalized.

DAPANA:

The Dayton Area Peri-Anesthesia Nurses’ Association (DAPANA) hosted the OPANA-Spring Conference on May 14, 2016 at the Hope Hotel at the Wright Patterson Air force Base. We had fifty attendees including

a nursing student and an active military nurse. The opening ceremony included a presentation of colors by the Farmersville Boy Scout Troop #127 Honor Guard. Special guest sang the National Anthem and closed with a touching patriotic tune. There was a day of fun, informative speakers. All of the attendees took away a new bit of information. DAPANA sponsored fund raising efforts for the Nightingale-Fisher House at the WPAFB with a candy/cookie and silent auction table, raising over \$1000. \$500 was raised through individual donations which DAPANA matched totaling over \$2000 in donations.

On August 6, 2016 the DAPANA board met to discuss planning for meetings for the upcoming year. We discussed a change of venue to Kettering Medical Center because Kettering Health Network often sponsors contact hours for DAPANA. Meeting dates will be Saturday November 5, 2016; Saturday, February 4, 2017; and Saturday, April 8, 2017. The board members were charged with communicating with various individuals about emerging trends and topics and will report back with confirmed speakers and presentations. New officers were given packets of information regarding roles and responsibilities. Bonnie Woodin, BSN, RN, CPAN will assume the office of OPANA Treasurer. New Officers for DAPANA include: Brandy Mather, BSN, RN, CAPA, CPAN will be president, Joyce Berchtold, BSN, RN, CCRN, CPAN will be Treasurer, and Tina Harvey, BSN, RN, CAPA will be Secretary. We are all looking forward to transitioning to our new roles.

GCPANA:

GCPANA held its May meeting and lecture on May 24th at Lake West Medical Center, Willoughby, Ohio. Twenty-five nurses were in attendance to hear the presentation by Evon Paratore RN. The lecture presented by Evie was, "Perioperative Care of the ECT Patient". One CEU was obtained by attendees. Toiletry and personal care items were collected and donated to Project Hope in Painesville, Ohio. GCPANA has decided to do philanthropy projects instead of fundraisers. Amy Hanna RN CPAN has resigned as treasurer and Carol Kruse BSN RN was sworn in. President Elect Position is open. Willingness to serve forms has been available at the meetings to encourage participation on the Board. Next Board meeting, August 24th to plan fall meeting and lecture.

NEOPANA:

2016-2017 NEOPANA Leadership:

President: Deb Wolff debmwolff@yahoo.com

Vice President/President Elect: Lisa Moyer

Immediate Past President/Nominating: Jean Kaminski jkaminski@neo.rr.com

Secretary: Kathy Bertsch kbertsch59@neo.rr.com

Treasurer: Geneie Chafee

Board Members: Bonnie Brinkley, Raechel Gill, Marilyn Lowe, Sarah Sanor, Beth Cooper, & Lindsey Grace

Bylaws: Claudia Williams

District Representative: Sally Swartzlander sls2005rn@gmail.com

NEOPANA met on Tuesday, August 16, 2016 at Mulligan's Pub in Canton, Ohio for our board meeting. We appointed Marilyn Lowe to the board to finish out Judy Muhleman's last year of her remaining term.

NEOPANA 2016-2017 Meeting Schedule:

Date:	Time:	Location:
9/13/16	7:00pm	Mercy Medical Center (Canton, Oh)
10/11/16	7:00pm	Summa/Akron City Hospital
11/18/16	7:00pm	Mercy Medical Center (Canton, Oh)
1/10/17	7:00pm	Board Meeting (Location TBA)
2/14/17	7:00pm	Akron General Medical Center
March 2017	(Date and Time TBA)	Akron/Canton Food Bank
4/11/17	7:00pm	Akron General Medical Center
5/9/17	7:00pm	Dinner Meeting-Mulligan's Pub in Canton

30th Annual Reverse Raffle-Monday, October 24, 2016 at Guy's Party Center in Akron, cocktails at 6:30pm and Dinner at 7:30pm. Choice of steak, chicken, fish, and vegetarian. Tickets are \$125 and include 2 dinners & 1 ticket in the main drawing or \$100 if unable to attend but would like a ticket for the drawing. There are only 90 tickets sold. The winning ticket can win \$3, 500.00. We also sell side board tickets that evening. This is our main fundraiser for the year.

This year, at our November meeting, we are to bring donations of gently used duffle bags, totes, purses, and full size toiletries to donate to One Eighty (Every Woman's House). It is a non-profit organization dedicated to the treatment of survivors of interpersonal violence and the prevention of such violence in our community (Wooster, Oh). The shelter constantly needs new and gently used items for clients in the shelter, as well as those who are ready to venture out on their own. Other items graciously accepted: diapers, baby wipes, and personal hygiene products, toilet paper, paper towels, adults & children clothing, appliances, furniture, and household items.

NEOPANA will be donating \$250 to a local woman's shelter this year.

1.0 CE will be offered at our monthly meetings. Students are welcome. For more information please contact Sally Swartzlander at sls2005rn@gmail.com.

NOPANA:

NOPANA Quarterly meetings:

- September
- November
- February
- May

NOPANA's May 2016 meeting was held on February 7th at ProMedica Flower Hospital, in Sylvania, Ohio. Two 0.5 contact hour programs were presented by Deb Wilson, MSN, RN, CPAN, Perioperative Educator, Promedica Toledo Hospital. The presentations were: "PACU Stir up Regimen"-a review of the history of the stir up regimen including an overview of the components and "Endovenectomy-Perioperative Nursing Care Priorities" which reviewed the procedure, patient factors, preop and post-operative patient care needs. Continental breakfast was provided. A short business meeting followed the presentation. Changes to the OPANA Bylaws were discussed. Overviews of the ASPAN National Conference and the OPANA spring conference were shared. Scholarship opportunities for members were reviewed with the application process. Next meeting will be September 10, 2016 at ProMedica Flower Hospital.

Old Business: Deb Niehaus gave report on hotels and places to stay for next year's National Convention.

New Business:

1. A member emailed Teri Siroki asking if there was a discounted rate for retirees attending our conferences. It seems that in the past we did offer this. Do we want to make a motion for a discounted rate for retiree? Discussion was on giving retirees the same rates as students. **Deb Wilson** made a motion to give retirees same price as students, 2nd by **Bonita Woodin.** Motion carried.

Dates to Remember:

- LDI: September 16-18 Marriott Cincinnati
- Fall seminar: Saturday October 22, 2016 Siegel Center at Mt. Carmel East
- PANAW: February 6-12, 2017
- ASPAN National Convention: April 30-May 4 Indianapolis
- NDASH: March 22, 2017 State House in Columbus

Next Board Meeting: Friday October 21, 2016 @ 8:00pm in meeting room of Country Inn and Suites

Meeting Adjournment: 1:52pm

Respectfully submitted:

Iris Marcentile

OPANA Secretary

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Revised October 12, 2016 @ 1218