**2016 State President: Melanie Stoutenburg**

**2016 State President-Elect: Bonnie Garner**

**2016 State Secretary: Ellen Encapera**

**2016 State Treasurer: Julie Jones**

**2016 Immediate Past President: Patricia Griffith**

**ENA'S VISION STATEMENT**

ENA is indispensable to the global emergency nursing community.

**ENA'S MISSION STATEMENT**

The mission of the Emergency Nurses Association is to advocate for patient safety and excellence in emergency nursing practice.

AGENDA and MINUTES– January 2016 meeting

12/11/15

1. Call to Order **Melanie Stoutenburg**  5 minutes
2. Establish Quorum ( 16 Members attending via conference call; quorum established) (attendance list on file. One member was not present at the final roll call)
	1. Welcome/Introductions/Wins
	2. Approval of Minutes
		1. December 2015 Meeting Minutes

**Motion** to approve the December 2015 Meeting Minutes as amended. **Passed**

 ii. November 2015 Meeting Minutes

Has not been submitted for approval. Mel will follow up with the November recorder.

 B. President’s Report **Melanie Stoutenburg**  5 minutes

End of the year Annual Reports for 2015 must be submitted by the immediate past state and chapter presidents by January 31st. to componentrelations@ena.org at the national office

 C. President Elect’s report Bonnie Garner; Nothing to report 5 minutes

 D. Treasurer’s Report **Julie Jones** 5 minutes

Only two Chapters submitted their 2016 proposed budgets:Low Country and Coastal. The state and chapter budget was prepared by our state treasurer, reviewed and approved by the State Board of Directors.

Current revenue and expenses for the state and individual 6 chapters was reported. Current state grand total is $73,571.81

 E. Chapter or SIG Reports 15 minutes

1. Foothills Chapter **Cathy Landreth (Report on File)**

Tee shirts sales going well. January 21 meeting planned with an educational game. Collaboration with the local AACN chapter to improve relations with critical care colleagues.

1. Central Chapter **Robin Baker** (No Report on File)

First meeting of the year is planned for February. Nothing to report at this time.

1. Pee Dee Chapter **Kelly Lawson** (No Report on File)

First meeting of the year is planned for February.

1. Low Country Chapter **Ellen Ruja** (No Report on File)

The first meeting of the year will occur January 14th with an educational component . Annual Oyster Roast takes place in March.. HALOS continues as a community outreach project.

1. Coastal Chapter **Susan Douglas** (Report on File)

2016 Planning meeting held with in and out going officers. 2016 meetings to be held every other month. Plan to continue Nurse Bowl event, school supply drive and fundraising focusing on tee shirt sales. Forming a committee for community outreach and strengthen communications with EMS.

Next meeting January 20th @ 1730 @ Waccamaw Community Center sponsored by Trinity Healthcare Staffing with a guest speaker on professional and personal growth.

 6. .Palmetto Chapter **Chelsea Sutton** (No Report on file)

First meeting of the year is planned for January 26th. A fund raiser event and community injury prevention are planned.

 F. Committee Reports 15 minutes

1. Education: **Pamela Bartley** (Report on File)

CEN Review courses and BCEN opportunities can be found on Facebook.

1. Trauma/ TNCC: **Betsy Cromer** (Absent/No Report on File)

Discussion regarding the best method to provide current information and available TNCC and ENPC courses to our state members. A link to the national website [www.ena.org](http://www.ena.org) will be made available on SCENA’s website.

1. Pediatrics/ ENPC: **Cheryl Randall** (Absent/Report on File)

“MUSC has assumed ENPC in Low Country, Assisting with ENPC in Georgetown and upstate”.

1. Government Affairs: **April Wach** (Absent/No Report on File)
2. QSIP: **Julie Jones**  (Report on File)

Resources are available at [www.ena.org](http://www.ena.org) for a variety of injury prevention opportunities under Research and Practice.

 6 . Membership: **Melissa Felder** (Absent/No Report on file)

586 SCENA members as of January 5, 2106

Gina Carbino submitted the 2015 Needs Assessment results to the SCENA Board (report on file) to assist with strategic planning. Forwarded to the Membership Chair by Ellie.

 7. Communications: **Victoria Grainger** (Report on File)

Mel Stoutenburg, Vicky Grainger, Gina Carbino and Ellie Encapera areadministrators for sc-ena.com gmail accounts. The SCENA Google drive will require updating and organization.

Vicky has been updating the SCENA website with 2016 state, committee and chapter leaders, 2016 state council meetings dates and forms. She created an sc-ena gmail account and link for scholarships and a PayPal link to the website for fundraising purchases. A “Donation” button was added. for any type of donation.

 8. Fundraising: **Robin Baker** (Report on File)

Robin presented her plan for selling SCENA Tee Shirts on line using a PayPal Account including inventory and the cost of items which includes shipping and processing. Robin is concerned about the “Donation” button. Julie and Vicky volunteered to assist Robin with this project and will report back at the next meeting.

 9. Scholarships: **Melanie Stoutenburg** (Report on File)

SCENA Scholarship SOPs and application forms were approved @ our December planning meeting will be forwarded to Vicky for uploading to the SCENA website. Vicky reports that requests for information are already coming in.

G. Unfinished Business 10 minutes

1. State and Chapter Leaders Orientation Conference 2016 Attendance Report

A total of 10 *elected* state and chapter leaders, have registered. Julie has blocked 5 rooms for double occupancy. Reminder; the state will provide up to $400 for airfare and double occupancy (4 nights for state *elected* leaders and one *elected* chapter representative. Additional chapter officers who are interested in attending can request financial assistance through their individual chapters.

2. Golf Tournament 2016

Julie reports that her committee representatives from three of our six chapters have already begun the work of planning. The remaining three chapters will be asked to provide a committee member or their chapter presidents will be assigned. Julie will report back regarding the revenue, expenses and chapter percentage of profits incurred at the 2015 Golf Tournament @ Kiawah. There was a discussion regarding the disbursement of profits to the chapters. The committee, with full representation from each chapter, will develop guidelines for future events and financial disbursement.

3. Membership Challenge

Runs January 1- April 30, 2016 prior to the cutoff for delegates. A $500 award to the chapter with the largest increase in new members.

4. Educational event / Managers luncheon: Patricia Griffith

Venue choice in progress and planning stages just beginning.

5. Nurse / Nurse Leader of the Year: Nyishah Samaniego/ Terry Green

Forms will be sent to Vicky to be uploaded to the SCENA website. Nominations will be blinded.

6. Certified Nurses Recognition/ Emergency Nurses Week: Meredith Spell (Absent/ No Report on file)

7. Pediatric Trauma Symposium Booth

Mel is awaiting confirmation on the cost, pending approval by the state BOD. Event in Columbia 2/18.

 H. New Business 10 minutes

1. Submission of monthly Chapter & Committee reports

Expectation: Chapter Presidents and State Committee Chairs will submit a brief monthly report of meetings, special events and activities two weeks prior to the next scheduled state council meeting. A template was developed for ease of documentation and emailing to the state president and secretary.

Access national ENA’s **2016 State and Chapter Plan** for monthly activity requirements and recommendations @ [www.ena.org](http://www.ena.org) Login, look under Membership, State and Chapter Leaders to access great information for your state and chapter activities.

 2. 2015 Annual Reports

Due January 31, 2016 to ENA’s National Office to be prepared by the state and all chapter immediate past presidents. Applications are available now at [www.ena.org](http://www.ena.org)

 3. Sickle Cell Project Request

SCENA has been approached to support and participate in an outreach to SC medical facilities from an ENA member in NC. Pat is asking the state BOARD to decide whether to support the program and identify facilities in SC who may be interested in reviewing and supporting these protocols for managing the sickle cell patient.

 4. Charleston Paddle Club Request

Charleston Paddle Club is requesting ENA nurses to help man a first aide station for their 2016 event July 9, 2016. Julie recommended to discuss this request at the next Low Country chapter meeting. Vicky will provide contact information to Ellen Ruja.

 5. SCENA Booth @ SESS

Interest in SCENA purchasing and manning a booth @ SESS this year. Tabled until our next meeting when more information is obtained.

Meeting Adjourned @ 13:20 pm EST.

Next face-to-face meeting: February 12th 2016 12:00 noon – 2:00pm Kershaw Health Resource Center 124 State Highway S-28-194, Camden, SC 29020