

February 6, 2017 MN IAFN Board Agenda

Members in attendance in person:

Ellen Johnson, Linda Walther, Karine Zakroczymski, Barbara Kern-Pieh

By phone: Carolyn Porta, Amy Schmitz.

1. Welcome new members, thank you to off-going members
  - The Current board would like to recognize outgoing board members; Beck Borrud, Angela Carlson, Kristi Jarvis
  - The board would like to recognize incoming board members Karine Zakroczymski, Amy Schmitz, and Barbara Kern-Pieh
  - Review/approval of December meeting minutes
    - Meeting minutes were approved with clarification of March conference pricing of \$40 for MN IAFN members.
  - a. Should we wait to post minutes until after they are approved?
    - The board agreed that the minutes would be posted following the review and approval. There will be a 2 month lag for minutes to be posted.
2. Review of Roberts Rules for conducting a meeting
  - A brief review of Roberts Rules of order was conducted. The board will make a good faith effort to follow this protocol when conducting MNIAFN meetings.
  - The board will always make a motion, have it seconded and approved if the board is planning to spend money from the treasury or if there is a change in practice.
3. Review of Bylaws- take a look before the meeting: <http://mnforensicnurses.org/wp-content/uploads/2016/01/MN-IAFN-Chapter-Bylaws-2015.pdf>
  - The board acknowledges the bylaws and they can be reviewed at the link above.
  - Board members are required to attend 75% of all board and education meetings. Meeting attendance can be by phone or in person.
4. Review of chapter Mission and Vision
  - a. ***The mission for the Minnesota IAFN Chapter is to develop and promote excellence in forensic nursing through education and collaborative partnerships.***
  - b. ***Vision Statement: Improve care and long-term health outcomes for victims of violence in Minnesota.***
    - The board agreed that the mission and vision statements are current and relevant.
5. IAFN Leadership conference April 3 and 4, in Washington DC
  - a. IAFN is giving one free registration per chapter. Who is interested in going?
    - Attendance at the IAFN leadership conference in Washington DC is encouraged. Ellen will attend this conference as the Chapter representative. Karine Zakroczymski will be funded with registration if she is interested and able to attend.
    - Carolyn added that the IAFN board of directors would be meeting for consecutive days, and that our MNIAFN members may be able to join them for extra lobbying events.
6. Goals for 2017
  - a. Make our education offerings more accessible
  - b. Provide education scholarships
    - In 2016 the Chapter awarded 3 Scholarships to IAFN assembly. 2 were redeemed.
    - Board approved offering 3 scholarships again in 2017

- Scholarship qualification and other details will be discussed further at future meetings.
  - Recipients would need to agree to not seek reimbursements of the same expenses from multiple sources.
  - Goal to award scholarships to:
    - New to forensic Nursing
    - Outstate member
    - MN Chapter members
- c. Consider offering education assistance to Board members to attend the IAFN yearly assembly at least once during their term in recognition of service and to help with chapter sustainability.
- The board will continue to brainstorm about methods to recognize board members for their service. Possible recognitions include conferences, educational opportunities related to Forensic Nursing.
  - The board will also continue to discuss ways to encourage involvement of newer members so the chapter remains viable.
- d. Let's consider allowing those who have worked on the March 31 conference attend for free
- The motion made and seconded to provide attendance free of charge for the annual educational event to Members who are working on planning or registration/ hosting and hospitality on the day of the conference.
7. Next Board Meeting April 3, 2017, Regions Hospital, Edie Ales Conference Room
8. Education Committee business
- Much of the education Committee agenda was covered earlier in the meeting to allow Karine to attend to a Second Case call.
  - Most of the Speakers for the March Conference have been confirmed
  - Karine is negotiating how coffee will be supplied.
  - Ellen is making arrangements for Lunch, morning and afternoon break. The options fit with the food budget we have planned for the conference.
  - The Monthly education meeting for March will be rescheduled until May 11 to allow us to focus our effort for the daylong conference "Vulnerable Youth: Improving our Multidisciplinary response to Youth" on March 31.
  - Amy will reschedule the speaker on Sex offenders to our May education date. May 11,2017. Room TBD.
  - Advanced Forensic Nursing Course will be April 12-14 at the Unity Education Center.
  - Linda is working to organize CEU's to be approved by ANCC. This credentialing move will make CEU's more available for Nursing licensing and reaccreditation purposes.
- THANK YOU LINDA.

The Meeting was adjourned.