



INTERNATIONAL ASSOCIATION OF  
**Forensic Nurses**  
MINNESOTA CHAPTER

*Improving care and long-term health outcomes  
for victims of violence in Minnesota*

Chapter Meeting Agenda  
(Sent by Ellen Johnson)

Monday, February 3, 2020 @ 4 pm

**Call in number for Meeting 651-254-1744; password 456789**

1. Reading of our 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. The Vision for the Minnesota IAFN Chapter is to improve care and long-term health outcomes for victims of violence in Minnesota.

***-The minutes from January 4 meeting are in italics and red font throughout this document.***

*-The reading of the mission and vision of the Minnesota Chapter of the IAFN was read by Ellen Johnson.*

*-Members in attendance:*

*Barb Kern-Pieh*

*Amy Schmitz*

*Alaine Ripley*

*Kelly Nelson-Cichose*

*Linda Walther*

*Ellen Johnson*

*Katie Laney*

*-Members called in using the call in number.*

2. Approve January 2020 Meeting Minutes
  - a. The meeting minutes are in the drop box for approval

*-Kelly motioned to accept January meeting minutes, Alaine seconded motion, no objections, motion passed.*

3. Treasurer's Report – Barb
  - a. The current balance is \$Unknown?

*-Barb suspended from online access to bank account, unable to report current balance at this time. Only possible change in balance from last meeting (\$3,030.38) is AIFN may have added money for memberships, no other changes noted at this time.*

4. Chapter email is needed (Kelley?)

*-Kelly to set up chapter email.*

*-Linda suggested [MNIAFN@gmail.com](mailto:MNIAFN@gmail.com), no additional ideas presented.*

*-Linda to send Kelly a spreadsheet.*

5. IAFN says the Chapter is not required to have a website. Linda is willing to post Chapter events on the [www.mnforensicnurses.org](http://www.mnforensicnurses.org) website

*-No website required for chapter.*

*-Linda will take off IAFN logos on her website and will rebrand to reflect independent website. Will still have tab on main page for IAFN.*

6. Constance Pries, a retired physician, learned of the 1700 untested Mpls kits and was motivated to help solve this problem. She has set up a GoFundMe account so individuals could donate to the Women's Foundation of MN who will then transfer the money to the City of Mpls for this express purpose. Constance is asking if we would send an email to our email list to let people know of this GoFundMe account (<https://gf.me/u/xhif9d>) and consider whether they would like to donate.

*-There's already a SAKI grant with MNCASA and Minneapolis PD.*

*-Heidi Walsh at Women's Foundation of MN told Ellen they can accept donations.*

*-Kelly to set up email to be sent out to email list to notify of GoFundMe account, mass mailing can be sent from new email address.*

*-Ellen to send email wording to Kelly for mass email regarding GoFundMe account.*

*-Barb motioned to move forward with above noted plan, Kelly seconded it, no objections, motion passed.*

7. Planning for Spring Testimony Institute

*-Linda and Amy never heard back from Caroline Palmer.*

a. Location, HealthPartners Neuroscience Center, St Paul

b. Date May 8, with Evening before at Unity Education Center in Fridley

*-Health Partners Neuroscience Center is not available Thursday evening before.*

*-Unity Education Center IS NOT AVAILABLE either, auditorium at Mercy instead.*

c. Next steps

*-Linda to meet Friday to set up Survey Monkey for "What do you want to learn about testifying" and those types of things.*

*-Mock situation up for discussion. Possible panel discussion.*

*-Need to send out save the date flyer; Kelly will send it out, Linda will post on website.*

8. Planning for September Conference

a. Prospective topics

i. Go back to the basics:

1. Documentation

2. Injury documentation, identification and descriptions

3. Basic skills

4. Summary of 40 hour course (??)

5. Rule of 3's with photography

6. Do's/don't of documentation

7. Bring pics for anatomy identification exercises

8. Standardization of documentation, present form examples

9. SDFI Photo System presentation- would put on presentation via videoconference -including how to document strangulation. Group agrees this would be beneficial presentation as long as they follow the Strangulation Institute Guidelines.

ii. Focus on strangulation

*-Education group (Amy, Kelly, Linda) to meet and bring back ideas next month along with best ways rest of Chapter can help.*

*-Everyone to keep an eye out for a good case study.*

9. Recap of 2019 and communicate education plan for 2020
  - a. Ellen will include this plus info for Spring course which will be sent out to members

*-Ellen to present education plan for 2020 that can go out with the save the date. Kelly to work with Ellen to organize and then will update Amy and Linda.*

#### 10. 2020 Chapter Goals and Priorities

- a. Member recruitment (114 Current IAFN Members in MN)
  - i. Board members to contact members by phone.
  - ii. Linda will get a current List from IAFN with Names, mailing addresses as well as e-mail.
  - iii. Talking points for when we connect with members:
    1. Education topics of interest
    2. Best way to serve needs of SANEs
    3. Ideas for different ways to reach out
  - iv. Call in as groups
  - v. Be more welcoming
  - vi. Encourage more participation as well as participation in board
  - vii. Different regions call into the meeting together
  - viii. Move meeting locations to encourage cohesiveness
  - ix. Call into larger group, possibly start with social hour first then call in after?
  - x. Road trip to more rural areas
  - xi. Attend pockets of staff meetings for other SANE groups
  - xii. Someone requested contact info for Cory in International Falls.
  - xiii. Post on website that there are monthly meetings on the 1<sup>st</sup> Monday of the month
  - xiv. Biggest pockets of SANEs are in Wilmar, PAVSA (Duluth), Rochester and metro area
  - xv. Hibbing has 2 members and neither are currently practicing
  - xvi. There are nonmember SANEs throughout the state: Montevideo and Hutchinson
  - xvii. Switched to only having conferences x2/year
  - xviii. Continue board meetings monthly to encourage cohesive group.
    1. Everyone would be welcome to attend.
    2. Let's post the Board meeting schedule on the website

*-Need to figure out how to have everyone on conference calls.*

- b. Facebook page worked on by Kelly and Amy
  - i. Put monthly meeting info on FB
  - ii. There is a FB page that is open to the public to create public awareness, it is not utilized as a SANE resource and support page due to content is viewable by public so content must be censored to accommodate that.

*-Linda to send list with email and city they work in.*

*-Amy is membership committee to IAFN.*

*-Kelly and Amy working on FB page and privacy issues.*

*-WI's page posts 1-2 times/day and is open to all (not a private page). WI posts about dangers of TikTok, WI legislature, consent, dorm rooms, local/national sexual assault news, trainings, conferences, public information. These are all examples for a non-private group.*

*-FB page would need to be careful to not be viewed as biased/nonbiased.*

*-Kelly to take on role as FB administrator and manage posts.*

- Can link/network with other states/national, etc.
- Jennifer Markowitz has suggestions for what to link ourselves to and what to post, i.e. fact vs not factual, etc.

c. Update Bylaws which were distributed by Ellen

-All in attendance confirmed receipt.

-Bylaw review – also see updated copy of bylaws with discussed edits.

1.1 Name – no change needed.

1.2 Location – delete line regarding physical address d/t all mail goes to IAFN now.

2.1 Purposes – no changes needed.

2.2 Governing instruments – no changes needed.

3.1 Eligibility for chapter membership – IAFN form – no changes needed.

3.1.1 Membership categories:

3.1.1.1 Student member – none in MN – move to 3.5.1

3.1.1.2 Member – change to 3.1.1.1

3.1.1.3 Associate member – we have 1-2 total, poss one up North, Leah?  
-move to 3.5.2

3.1.2 Membership dues – remove last two lines and change to “by paying the designated fee to IAFN” d/t dues are no longer accepted by MN chapter, only directly to IAFN.

3.2 Termination of chapter members – no changes

3.3 Rights by chapter members – no changes.

3.4 Obligations of chapter members – remove “phone numbers and/or email addresses” and change to “or other electronic means of communication.”

3.5 Chapter membership Quorum – add the following subcategories:

3.5.1 Student (previously 3.1.1.1)

3.5.2 Associate Member (previously 3.1.1.3)

4.1 Authority and responsibility – no changes to section

4.2 Composition of directors – no changes.

4.3 Manner of appointment and election and terms of office – no changes.

4.4 Removal – IAFN has “has been found by court order to breach the duty of the director,” should we have that line as well?

-Ellen to call IAFN and ask if we need it in our bylaws.

\*\*\*NEXT MEETING PICK UP BYLAW REVIEW AT 4.4c.

## 11. Adjourn

-Barb made motion to adjourn, Kelly seconded it, no objections, motion passed, meeting adjourned at 1725.