



The Oregon Student Nurses' Association

Meeting of the Board of Directors

Saturday, June 6, 2015

Tualatin, Oregon

(10:12 am) Call to order: The regular meeting of the Board of Directors of the Oregon Student Nurses Association was called to order by Olivia Newbold, President.

(10:12) Roll Call

Those Present:

Olivia Newbold, President
Lance Cook, Vice President
Bailey Woodin, Treasurer
Jessica Watson, Professional Development Director
Laura Maxwell, Breakthrough to Nursing Director
Megan Johnson, Midyear Convention Director
Brittany Wilson, Community Outreach Director
Bruce Turney, Nominations and Elections Director
Susan King, ONA Consultant
Jana Bitton, OCN Executive Director, OAC Co-lead
Caitlin Beardsley, Media Director Candidate
Grace Bradley, Media Director Candidate

Via Google Hangout:

Victoria Watson Steel, Membership Director

Absent:

Jacques Stevenson St. Gelus, Annual Convention Director
Rebecca Silva, Secretary
Amanda Martin, Legislative Education Director
Janna Boren, Consultant, Former Board Member

(10:04) Quorum: Olivia Newbold, President, declared a quorum present.

(10:13) Minutes:

- I. No amendments to the minutes.
- II. Minutes put to a vote, passes.

Report of Consultants:

(10:13) Report of OCN Executive Director, OAC Co-lead-Jana Bitton:

- I. There is a move to Magnet Status for many hospitals-
 - A. Increase BSN
- II. Nurses need to adapt to changing atmosphere in healthcare
- III. Many nurses are reaching retirement age
 - A. In 10 years, the projected shortage of nurses is upwards of 7,000 nurses.
- IV. Oregon and the Nation needs an increase in nurse leaders
 - A. Recommendations for ways to address this in The Future of Nurses-IOM Report
 - B. Spread the message of IOM to every nurse
- V. These organizations help to identify leaders: VNA-40/40; ANA; OCN; OAC
- VI. Get involved
 - A. Anyone can be a part of a work group for OCN
- VII. Shortage of nurse educators, wages need to be addressed

(10:43) Report of ONA Consultant:

- I. Senate Bill 72 sailing through legislation-OCN:
 - A. Surcharge-Increases fees to take nursing examination and renew nursing license.
 - B. Creates Oregon Nurse Workforce Advancement Fund to support the work of OCN
- II. Staffing Requirement Bill, Senate Bill 469 also sailing through legislation:
 - A. In Ways and Means
 - B. Nurse staffing in hospitals
 - C. Bill clarified that Hospital Staff Committee decisions are final
- III. ONA BOD meeting is June 12th
 - A. Open to anyone
 - B. Review of strategic plan
- IV. Nursing Leadership Institute
 - A. Develops next generation of leaders
 - B. Knowledge and skill building
 - C. Would like members of OSNA to attend-max of 20 individuals join
- V. OSNA affiliate:

- A. OSNA BOD members please sign-up if you have not already
- VI. Jesse Kennedy-ANA candidate is up for reelection for New Graduate Board Position
- VII. Sep 18th bargaining shares meeting:
 - A. Wilsonville Holiday inn
 - B. ONA members can attend for free

(10:55) Break

(11:02) Resume Meeting

(11:02) Elections:

Caitlin Beardsley, Media Director Candidate:

- I. Outgoing media for SNAP; Degree in English; Worked as a communication director/coordinator and acquisitions coordinator; Has experience in desktop publishing software, PowerPoint, Desktop Media, Microsoft Office Suite, Twitter, Facebook, etc.
- II. Goal: Provide information in one source, succinct as possible, easily read and received by the masses.

Grace Bradley, Media Director Candidate:

- I. Passionate about promoting leadership in nursing-provide communications about what OSNA is doing, How individuals can get involved in our initiatives; Department Champion in Emergency Department-send out information for ED. Experience in website management-Zipcar, marketing intern, active collaborator for ED forum.

(11:16) Discussion of candidate credentials

(11:22) Vote:

- I. All in favor of Caitlin as our new Media Director-6
- II. All in favor of Grace as our new Media Director-2
- I. Winner is announced:
 - A. Caitlin is our new Media Director for OSNA
 - B. Grace is encouraged to join Community Outreach Committee and to run for Community Outreach Director for the 2016-2017 year.

Report of Officers and Committee Chairs:

(11:28) Report of President:

- I. Volunteered at Night Strike.

- II. Wrote article on Night Strike for May newsletter.
- III. Created "COOP" Community of Oregon Presidents Facebook group.
 - A. 7 new members
- IV. Sent purchased OSNA online store merchandise via USPS.
- V. Attended community outreach committee meeting.
- VI. Attended leadership summit committee meeting.
- VII. Created and maintaining the Leadership Summit Planning Google Doc.
- VIII. Researched possible venues for leadership summit - this is still a work in progress as we need more definitive plans before we can get an accurate quote.
- IX. Created report of apparel sold at NSNA Convention and uploaded it to Google Drive in the MISC Folder.
- X. Compiled survey results from the OSNA Feedback on the NSNA Annual Convention survey.
- XI. Committed to being responsible for sending all future online store orders by the second week of the month, as our shipping guarantee states.
- XII. *Need help with:* Cumulative report to give at the June 12th ONA Board of Directors meeting. Please email me and let me know what you deem important to update ONA of what you've been working on for OSNA.

(11:30) Report of Vice President:

- I. Acted as Interim Media Director
- II. Spoke at public hearing in favor of Senate Bill 72 with Secretary. This would increase Oregon nurse license fees by \$4.50 a year to fund research and investigative reports of the Oregon Center for Nursing to acquire information and apply specific interventions to nursing issues in our state.
- III. Wrote an article for the May newsletter in support of the Oregon Center for Nursing and Senate Bill 72.
- IV. Interviewed Dr Patricia Benner about the nurse educator shortage, qualities that novice nurse educators should develop, and potential improvements that nursing needs to make to meet the future healthcare needs of the public. Will write an article soon for OSNA publication and submission for potential NSNA publication.
 - A. Input needed from the Board for strong content as Lance wants to send to NSNA
- V. Contacted a few schools and received a message from Clatsop Community College. Spotlighted OSNA member for newsletter. Potential for new NSNA chapter.
- VI. Attended meetings regarding our Leadership Summit
- VII. Created a list of potential topics to be covered at the Leadership Summit.
- VIII. Working in collaboration with other OSNA board members to contact and recruit several local chapter presidents to join our Community of Oregon Presidents. This project should be in partnership with the effort to contact local chapters and schools of nursing.
 - A. We have SNA presidents from OHSU (all campuses), Linfield, MT. Hood CC and PCC (doesn't use Facebook). Extended information to presidents to attend meeting and is willing to public events through newsletters.
- IX. Spoke with previous OSNA BOD Wendy about the contact sheet they made last year. Efforts to use data on that sheet have shown at least some of the information is too outdated to be reliable.

- X. Spoke with an OSNA member Maryanne Cassera. She wants to partner with our Legislative Committee to write a Veteran Centered Resolution for next years NSNA conference. She has previously been a delegate.
 - A. Will use her in a Membership spotlight in the future
- XI. Also Maryanne Cassera and I have plans to do a screening of American Nurse. This will probably be done in the summer in conjunction with her committee that helps orient new students to OHSU SON. I wanted to seek approval to make this an official OSNA collaboration and utilize our Mad Mimi account and newsletter to advertise the screening for all nursing student and general public.
 - A. Attending the screening will give 1.5 CE credits
 - B. Would like collaborate screening or fundraiser with OCN as we would like more membership involvement opportunities

(11:34) Report of Secretary:

- I. 5/06 Designed a Concept Flyer for Olivia Newbold's new program, Community of Oregon Presidents. Looking forward to supporting her work there.
- II. 5/08 Attended the monthly meeting for the OAC Steering Committee. Gaining much needed perspective on the state of the Nursing Workforce in Oregon; Continually observing the operations of a meeting and how the relational dynamics of a group affect the expression of leadership within that group (e.g. expected etiquette vs casual chatter, organizational objectives vs. personal priorities, how ideas are expressed, how disagreements are handled). Learning to balance the use of my voice as a member of the community with the use of eyes and ears as a novice/apprentice--one is actively contributing the other is actively absorbing.
- III. 5/13 & 5/26 Attended two meetings for the Leadership Summit Committee. We are solidifying details and exploring content options. We are very excited about the potential for this event!
- IV. 5/14 Attended the first day of the NWone Annual Conference (Northwest Organization of Nurse Executives). Made some valuable connections that I have already begun to follow up on. Developing a vision for the leadership role I will fill in society as a Medical Professional; looking for opportunities to share these development experiences with my fellow students.
- V. 5/19 Joined the OAC at the State Capitol to Testify before the Joint Ways and Means Committee in favor of SB 72. Shared an anecdote about how OCN has impacted my professional development as a Nursing Student.
- VI. 5/25 Authored article for the OSNA Newsletter. Next installment of continuing column "Asking the Right Questions," titled "Discovering your Foundational Beliefs."
- VII. 5/26 Sent out initial emails requesting contact info to Mt. Hood, Klamath and Medford (Rogue). Followed up with a phone call one week later. Established contact with MHCC! Developing relationship with MHCC President, Katharine Payne; will meet with her the week of June 8th. Our contact person for information on how book the MHCC Campus for OSNA events is Diana Rosvall: diana.rosvall@mhcc.edu.
- VIII. 5/27 Began work on the fundraising phone calls to ONA, NWone and ANA. Working with Jessica Watson; we are collaborating with Jana Bitton of OCN to create a

solicitation script and make sure we are proceeding prudently. Scheduled a meeting with Bitton on Tuesday, June 23 to go over details; will attend with Watson. Intend to make the cold calls before the end of the month.

(11:36) Report of Treasurer:

- I. Balances:
 - a. Checking:
 - i. May beginning balance: \$27,264.70
 - ii. May ending balance: \$27,226.72
 - b. Savings:
 - i. May beginning balance: \$5,000.00
 - ii. May ending balance: \$5000.00
- II. Helped Olivia research leadership Summit venues.
- III. Attended 1 leadership summit committee meeting
- IV. Continue to pay NSNA reimbursement

(11:38) Report of Professional Development Director:

- I. Attended all committee meetings for the Leadership Summit
- II. Contacted Salem Convention Center about hosting the summit there and got a price quote for the room rentals, etc.
- III. Connected with Rebecca about contacting nursing organizations as Summit sponsors
 - A. Decide to hold off on that, need to do more groundwork
- IV. Sent Laura my committee information for website
- V. Sent Lance my 'take-away' report from the NSNA Convention for the newsletter
- VI. Looked into another resource for the Career Exploration page, the US Navy Nurse Candidate Program, and am working on developing that idea farther - would be nice to have it up and running in the next couple of months.
 - A. Had conversation with Olivia about navigating boundaries to advertisement
- VII. Progress from last report - updated the Professional Development links page for the website, but still need help actually uploading it to the website.
 - A. Needs uploaded on to website
- VIII. Need help with - figuring out how to get Google Hangouts connected to my OSNA profile on my computer for future virtual committee meetings.

(Absent/Report not provided) Report of Legislative Education Director:

- I.

(11:40) Report of Breakthrough to Nursing Director:

- I. Updated Advisor and SNA information for OHSU, Monmouth on the Nursing Programs and Contact info document in Drive.
- II. Sent Lance my 'take-away' report from the NSNA Convention for the newsletter along with a few photos.
- III. Attended all committee meetings regarding the Leadership Summit.
- IV. Sent out requests for SNA information to 16 ASN programs in the state. Received replies from: Rogue CC (their rep states, "The question of membership in OSNA has

been addressed several times with students over the years. The consistent response from students is that they do not feel they have extra time to attend club meetings or events and don't feel the benefits warrant forming a club or chapter."); Columbia Gorge CC (I have a phone meeting with their rep on Tuesday) and; Central Oregon CC (I have a phone meeting with their rep on Tuesday).

- V. Replied to several email requests for OCNE school information as well as CNA information.
- VI. Contacted Nick Miehl to inquire about speaking at our Leadership Summit. Waiting for a reply email.
- VII. Updated committee information for Professional Development and BTN.
- VIII. Updated my "Becoming a Nurse" PowerPoint to reflect the opportunities for males in nursing.

(11:43) Report of Convention Director:

- I. Called Three schools regarding the annual convention location:
 - A. Chemeketa: Called multiple times, left several messages. Finally was told that they can only rent two rooms, which were their cafeteria and one other room. Though many other questions, they said it won't be possible.
 - B. Linn-Benton Community College: same hassle. Difference is they did email me and told me that they don't have enough space to hold our convention
 - C. Lane Community College: Same thing. Except, I gave my email to someone and she promised to send the details. Nothing till the day I'm typing this. I did do follow-up. No one picked up.
 - D. Western Oregon University: Called multiple times and left a message, never heard from them.
 - E. May 13 & 23rd had a Google hangout meeting with the Leadership Summit committee about planning for the summit on October 17th.
 - F. Tasks were delegated to the committee to contact different schools about using their facility for the summit and potential sponsors.
 - G. I contacted University of Portland and Portland State University, left a message and never heard back from them.
 - H. Need to decide if we want to charge summit attendees \$10 and they get \$5 credit for showing their NSNA membership card.
 - I. Discuss about whether we want to do sack lunches, snacks or have the attendees bring their own food to the summit.
 - J. Discuss about having feelers or a survey of what nursing students want out of the summit and/or convention.
 - K. Discuss any information if anyone has been successful of contacting any of the schools or sponsors that they are in charge of.
 1. Lance contacted OHSU Portland; Lance is meeting this week to discuss holding summit at CLSB-OHSU-Waterfront

(11:47) Report of Interim Media Director:

- I. Printed and mailed to twelve Oregon nursing schools the Apr Newsletter, Quick News sheet, and Advertisement for local presidents to join the Community of Oregon Presidents Facebook group. This was a public relations effort. Estimated spending around \$40.
 - A. Olivia viewed and approved to be sent out

- II. Intend to investigate the pricing and options of printing at OHSU Baird Hall.
- III. Contacted OCN about potential for newsletter article. Also discussed the possibility of them consulting us on potential speakers for the Leadership Summit.
- IV. Created Mad Mimi blast to inform students of deadline for ONF scholarship
- V. Several orders need fulfilled from store
- VI. Noticed we have an old forgotten store on different web page.
<http://www.cafepress.com/shoporegonsna/7961211>
- VII. May Newsletter is completed and distributed.
- VIII. Need to discuss content for the June newsletter. Potential articles: Intern/Externship Planning, Investigations on the current initiatives of OAC ONLC ORION NWone OSBN, Nursing Research initiatives, Reviews of nursing related media and books... Open to any ideas.... What should be in the next issue of the Pulse segment? Maybe Graduation Advice? How would we collect pictures for that?

(12:00) Report of Membership Director:

- I. Will Attend via conference call
- II. There are currently 752 members as of 5/31/15
 - A. Member numbers are dropping a bit
- III. Contacted all of the schools on the list (with the help of Laura, Jessica, Rebecca and Lance) Thanks all!!!
- IV. Attended 2 Google hangout meetings
 - A. Leadership Summit
- V. Shared a form email to initiate contact, w/CC to Membership Director
- VI. Updated the Membership benefits for nursing students to reflect new pricing and benefits of OSNA/NSNA
 - A. Need access to Scribd document on website
- VII. Working with Clackamas (Sarah Morris) on the development of total school membership - Still working on this
- VIII. I was able to get the updated information included in the Orientation packet for incoming and waitlisted CCC Students. (would be really nice to get orientation info for school get info into packet)
 - A. NEW: would like to reach out to presidents to see if they can get the same at their colleges.

(11:53) Report of Community Outreach Director:

- I. Held Community Outreach Meeting
 - A. Members present: Crystal Soker, Olivia Newbold, Lance Cook & Brittany Wilson
 - B. Ideas presented for future events:
 - 1. Night Strike
 - 2. Oregon Food Bank
 - a) Pairing with ONA (sent Carl email, will contact Carol)
 - b) Trick -or-treating for Oregon Food Bank
 - c) Gathering food at any events
 - d) Volunteering on specific day
 - 3. Blood drive:
 - a) Hosting event, but would have to find a good time/place. (Perhaps at Leadership Conference)

4. Hosting a drive to swab for Delete Blood Cancer at Convention.
- C. Logging hours:
 1. Facebook
 2. Weebly: having a commentary section for volunteer involvement. (we now have a forum on community outreach page)
- D. Pairing with ONA
 1. Emailed Carl, was instructed to wait for more information from Susan
- II. Next event is Bridge Pedal (August 9th)
 - A. Received an email from Luke Welles (a student leader from OHSU Acute Medicine program) is offering 10-15 students for event.
 1. OSNA first-aid stations volunteer needed, triage. Ava Rostreria ran previously
 - B. Creating sign-up to be shared via Facebook.
 1. Don't have direct access to the Oregon President Facebook group to advertise.
- III. Emailed Joshua Merric per Megan's request to get information about holding Convention at Linfield.
 - A. No response as of yet. (forwarded to operations director)
- IV. Recap of Calendars

(12:01) Report of Nominations and Elections Director:

- I. Attended Video chat: Scholarship committee
- II. Applications for candidates: need to know where they go on Drive

(12:03-12:30) Lunch and Work Break

- I. The Scholarship Committee will take a working lunch at this time.

Resume at 12:32 pm

(12:32) Old Business:

- I. All membership deposits need to be turned in to OSNA Treasurer by end of meeting. .
- II. \$4 charge from the hotel in Phoenix, AZ needs to be paid to the Treasurer by end of meeting.
 - A. Bruce paid \$4.00 in cash
- III. OSNA must cut a \$90 check to Janna Boren, Consultant. Suggested that we mail this check to Boren? This is for the \$90 that was agreed upon last meeting.
 - A. Tabled -- Boren is not in attendance.

(12:35) New Business:

- I. The next BOD meeting lands on a holiday, July 4th. Can we consider rescheduling this meeting?
 - A. Discussion around attendance issues; Discussion around how we can communicate at July Meeting if we don't hold meeting;
 1. Brittany Wilson makes a motion that if you miss two meetings without an emergency you will be recalled.

2. Discussion-Jessica-what is considered a family emergency?
 3. Olivia-required form to fill out if you miss a meeting.
 4. Discussion is tabled and motion is retracted.
- B. Brittany Wilson makes a motion to cancel the July meeting in favor of completion of the July agenda with the due dates as discussed.
 1. Caitlin Beardsley seconds.
 2. All in favor.
 3. Motion passes
 - C. July Meeting is canceled
 - D. Every BOD will update the July BOD Agenda by no later than 23:59 on Wednesday, July 1st
 - E. All BOD members are required to read the entire agenda by 23:59 on Saturday, July 11th. They must sign at the bottom of the document (under the signatures lines of the Secretary and President) with their name, date, and time that the document was read.
- II. BTN: Discussion around posting resources/advertisements from outside organizations on our website. (ex. Navy Nurse Candidate Program, PublicHealth.org); Facebook included.
- A. Anyone can delete posts on the Facebook page that are not posted or approved by the BOD; Media Director will be monitoring as well
 - B. Media will look into settings for viewing and posting
 - C. Need to add Caitlin to BOD Facebook Page-Olivia will do it
 - D. Advertising policy, do we have one? No one was able to answer this question
 - E. Do we use Professional Development page for these people to advertise?
 - F. We need to post on Facebook when we have received emails (such as advertisements or professional development opportunities) so that we are able to forward those emails to the correct board member so they can address the email and its contents.
- III. Membership: Got the updated information included in the Orientation packet for incoming and waitlisted CCC Students. Would like to reach out to presidents to see if they can get the same at their colleges
- A. Should add this info to the COOP page
 - B. Victoria found good response from faculty when asked if they would be willing to add NSNA and OSNA information in the orientation packets.
 - C. Scribd document on OSNA website is great but cannot get into this. Media, VP, and Membership will be on this.
 - D. Victoria would like each BOD to contact whoever is in charge of the orientation packets at their school and get permission to add NSNA and OSNA information to orientation packet.
 - E. Victoria would like to edit the membership page:
 1. She can be responsible for editing her own page and was given instructions for login info and password in media director file
- IV. Add link to OCN's "Be a Nurse" info page onto OSNA website (Rebecca added).
- A. Need to add BTN page on the Website. Laura will work with Caitlin to upload "Becoming a Nurse" PowerPoint

- V. Vote to reimburse Lance for spending around \$40 on the April Newsletter, Quick News sheet, and Advertisement for local presidents to join the Community of Oregon Presidents Facebook group.
 - A. Olivia Newbold makes a motion that if Lance can find supporting documentation for his purchases, he can be reimbursed for the \$40 that he spent.
 - B. Brittany Wilson seconds
 - C. All in favor
 - D. Motion passes
- VI. Communication discussion:
 - A. Monthly committee meetings posted in each month in Drive.
 - B. Everyone is required to hold a committee meeting for June and July
 - C. Everyone is required to attend committee meetings for June and July
- VII. Facebook Page: Community of Oregon Presidents
 - A. Olivia will give all BOD access to COOP

(02:45) Date, Time, and Place for next meeting:

Saturday, Aug 1st, 2015, 10:00am at the ONA Office, Third Floor.

(02:50) Announcements:

- I. From Rebecca: I have information about an Advocacy Workshop that is being organized by the OAC. I will scan in the brochure and send it out and will bring hardcopies to our next mtg.
- II. Olivia: Will continue to mail off merchandise from online store.
- III. Olivia: Everyone will be added to COOP page.

(3:00) Adjournment: There being no further business, the meeting was adjourned by Olivia Newbold, at 3:00pm.

Secretary Signature

President Signature