

**Board of Director's Meeting – Illinois Society of Peri-Anesthesia Nurses
January 9, 2021**

Attendance

Laurie Anderson, Fe Castro, Judith Kinnavy, Lorena Manalasan, Alexis Nicpon, Laura Martinez, Lisa Mendoza, Alexis Nicpon, John Pittman, Lori Schrader, Liz White

Call to Order

The meeting was called to order at 9:06 am.

Appointment of Timekeeper

Lisa Mendoza

Additions/Deletions to agenda

Budget, Fall Conference

Consent Agenda

1. Motion to approve October 2020 minutes. Motion made by Judith, seconded by John
2. Board and committee reports have been submitted prior to the meeting. Reports have been edited for the minutes and information within follows the Strategic Plan. Approval of BOD reports performed on 1/17/2021 due to missing reports including revised Publications report sent 1/9

Board Reports:

President's Report: Lorena Manalansan BSN RN CAPA

- Feed My Starving Children - available dates in March
- Will ask a colleague to be a guest columnist once research project is done on Pre-Op Education of Cholecystectomy Patients
- Helping with speakers for DDI Spring conference
- Attended regional meetings with Deb Moengen, along with Region 3 leaders
- Attended CDI and recommended Deb Moengen to speak at our Spring conference
- Submitted President's message. Approving newsletter for publications
- Incorporated in this year's annual performance evaluation 4-8 contact hours in perianesthesia related topics as a way to promote enhanced care delivery
- Organizing Zoom meetings

Vice-President's Report: Elizabeth White BSN RN CAPA

- Discussed and encouraged members to apply for scholarships
- Discussed ILSPAN and ASPAN resources with all new staff
- Working on a succession plan that can be put in a document to help our component. It will be similar to an internship. Reaching out to other components who already have this in place
- Have been attending meetings for District 3 along with Lorena. They are round tables with information on how things are affecting our areas during Covid and how

organizations are dealing with this. They also have been a nice support by providing encouragement and knowing that we are not in this alone. I also attended LDI in November via Zoom, received great information

Immediate Past President's Report: Cheryl Gallet MSN RN CAPA

- Still searching for opportunity to partner with other professional organizations to promote ILSPAN
- Promoted student scholarship at Fall 2020 conference
- Accepting clothing donations in current work unit for National Human Trafficking month
- Will be attending ASPAN 2021 National Conference, will review posters
- Would like to take on Membership Chair at conclusion of current position
- Governmental Affairs Update 2021 article written
- Planning of PANAW 2021 started at workplace
- Increased nursing student observations at workplace due to surrounding cohort schools having a new "Perioperative" rotation

Treasurer's Report: John Pittman RN, CAPA

- Spoke about Spring conference being provided via online seminar at Fall general meeting
- Invited new hires to join ASPAN
- Refunded student conference fee for Fall conference
- Emailed a policy and procedure I developed with pharmacy on handling of intravesical chemotherapy agents to an ASPAN member developing a program at their facility. Done through ASPAN Clinical Practice Team
- Mentoring Technology Chairperson, Laurie Anderson
- Invited new hire to participate on the BOD
- Email sent to all members and posted on website with Laurie Anderson to invite members to next meeting
- Reviewed evaluation comments from last conference.
- G-Suite (Google) has not responded to my request. Will reach out again to obtain G-Suite for Nonprofit. Aaron will assist when we get a response from Google
- Balance as follows. Budget presented during BOD meeting and to be approved during Spring conference

Primary Checking:	\$ 19,282.74
Certificate of Deposit:	<u>\$ 31,074.52</u>
Total:	\$ 50,357.26

District 1 Report: Juby Vallikalam MSN RN CCRN

- 2021Spring conference-webinar in progress. Applied for 4.5 hours contact hours
- Topics and speakers: Effective Communications – Deborah Moengen; Anesthesia Complications – Sylvia Baker; Burn out – Sylvia Baker; NPO guidelines & Amp - ERAs – Dr. J. Garcia MD
- Promoting Spring conference (webinar with contact hours) including benefits of ASPAN/ILSPAN membership
- Article on Same Day Total Joints was published in October

- New ASPAN resource manuals are available in the unit
- Charity events are on hold due to pandemic
- Sent email invites to general members to attend BOD meeting

District II Report: Lori Schrader RN

- Will promote Spring conference with peers
- Sending out monthly welcome letter to new members
- Due to Covid we have not done volunteer work, but in 2020 our unit did over 6 meals for a local homeless shelter

District III Report: Hasima Hajdini BSN RN CPAN

- Continue working with Educator for SDS/PACU to develop education plan and preparation for CPAN and CAPA
- Promoting Spring conference that will be web based and with contact hours
- Continue working on increasing awareness of ILSPAN/ASPAN membership advantages
- Follow up with other locations and increasing promoting of perianesthesia practices
- Educate PACU nurses and new prospective members about advantages of belonging to ASPAN/ILSPAN
- Research project: A Retrospective Study Comparing Pain Management in Children Postoperatively after Tonsillectomy and Adenoidectomy by Hasima Hajdini RN BSN CPM, Mike Montana MD PhD, and Lisa Steurer PhD RN CPN-PC
- Working with other unit Managers on encouraging nurses to consider membership to a national organization
- Increasing awareness of upcoming Spring conference
- Working with BJH Periop Educators to get membership conversion for greater St. Louis area
- Fall conference evaluation was very good, considering this was our first web-based conference. Continue learning from this experience and expand our knowledge in technology

Education Committee Report: Alexis Nicpon MSN RN CPAN

- Deadline for ASPAN Live webinars is February 15th for Summer/Fall Seminars (July through December)
- SUBMISSION DEADLINES FOR ASPAN *SELECT* SEMINAR REQUESTS need to be requested at least 90 days in advance. The last day of each month will be the deadline. All requests must go to the ILSPAN President. See attachments for brochure and request forms
- Education committee continues to update school of nursing contacts on website
- 51 attendees completed the Fall conference evaluation: 3 attendees did not complete the evaluation; 2 members had difficulty signing into webcast; 12 attendees had difficulty with not receiving the initial evaluation email invite. Reminder emails were sent to over 15 attendees to complete the evaluation
- TG&A is going to manage the 2021 Spring conference evaluation and certification process
- Assisting Juby on planning Spring conference. Save the Date live webcast flyer was sent to BOD for advertising for Spring conference. Request sent to JOPAN and Breathline to

publish save the date flyer in next issue for advertising the Spring conference. The Spring conference contact hour application was sent to national office late on 12/28/2020, applying for 4.5 contact hours. This conference will enable the nurse to increase knowledge on enhanced recovery protocols, effective communication techniques, prevention of nurse burnout and management of anesthetic complications

- We will begin testing evaluation process and with TG&A and the Education committee late January
- Education committee members are Alexis Nicpon , Anne Shiney (new),and Heather Tranter (currently on a break from the committee due to Covid)

Membership Committee Report: Fe Castro

- Total number of members at the end of the year = 501
- Summary of monthly membership sent to BOD

Publications Committee Report: Judith Kinnavy BSN RN CAPA

- Winter 2021-Teach-back (Alexis); Spring/Summer 2021-TBD (Lisa) due 4/1; Fall 2021-Spinal Anesthesia Postop Assessment (Lori) due 8/15
- Reach out to Hasima for possible interest in writing an article about her current T&A research project
- Need candidate profiles for upcoming Peri-Scope
- Future article topics (from Fall Conference): Airway management in bronchospasms; Caring for the caregiver - strategies for promoting wellness of nurses burnout prevention; Stress management; Diet and exercise optimization; Anesthesia postop complications and patient education; Dealing with anesthesia postop in drug dependent patients; Engaging staff, ideas/best practice to increase patient satisfaction; The evolution of pain management; OSA; Strokes; Travel nursing;
- From Spring Conference: Peripheral nerve blocks appropriate assessments; Spinal anesthesia post-op assessments; Different induction gases; Bariatric surgery options; Gender reassignment surgery; Anesthesia drugs-indications and implications during recovery; Supplements and interaction with meds; Infectious disease and precautions taken in the PACU; Managing pain in chronic pain patients; Non-pharmacological interventions for nausea; Development of chronic pain in relationship to acute pain events (ie: surgery, trauma, illness); Topics about Covid-19; Use of NSAIDS (Toradol vs. Caldolor, etc) postoperatively, risks/benefits

Research Committee Report: Laura Martinez

- Will seek guest columnist for PeriScope - topics to be determined
- Will ask conference attendees to review posters at conferences
- Will ask national conference attendees to review posters for presentation/possible virtual presentation

Technology Committee Report: Laurie Anderson BSN RN

- Transitioning to role, mentored by John Pittman

Unfinished Business

1. 2021 Spring Seminar update

- Juby unable to attend meeting to provide update – information included in her BOD report
 - Date: March 6, 2021 via webcast
 - 4 speakers – 4.5 contact hours
 - Door prizes: Reimbursement of conference fee (x2), \$25 Amazon gift cards (x4), ASPAN standards book (x1)
 - Dry run with speakers 1 week before conference
 - Only 1 person needed to run webcast for Chat/Q&A
- 2. PANAW Week**
- Participants can send photos from celebration. Will have 2 winners, each will receive \$200 prize
 - Will send a mask to each member with either an ASPAN or ILSPAN logo. John will explore options
 - Discussion regarding challenges with sending gifts since we may not have updated addresses
- 3. Feed My Starving Children (FMSC)**
- Available dates in March at the Aurora location. Lorena will follow up
 - Discussed hosting 2 events, northern and southern location of Illinois. Will announce at Spring conference if a general member willing to lead
- 4. Scholarships – CPAN/CAPA**
- 3 applicants: Susan Hawkin, John Pittman, Maggie Coulobano
 - Maggie C. sent an application for recertification for retired nurses (\$100). Currently not included in our policy. Voting members present voted yes to addendum to policy for a retired members recertification scholarship
- 5. PeriScope articles due dates**
- Spring/Summer – Lisa Mendoza (guest writer). Deadline 4/1. Topic TBD
 - Fall – Lori Schrader (DD2). Deadline 8/15. Send topic to Judith next week
 - Education articles 600 words plus references
 - Are people reading? Can the content/length be condensed for easier read?
 - PeriScope currently 19-20 pages long. Must adhere to certain criteria when applying for publications award. Judith will send to BOD criteria on articles/editorials

New Business

1. National Conference

- April 24, 2021 in Orlando, FL. Platform: virtual and in-person
- Attending to date: Liz, John, Judith, Cheryl & Lisa are interested. Laura, Lorena, and Alexis will be joining virtual. Hasima? possible recruiter of the year
- ILSPAN Night Out – will plan and send invites to registered attendees
- Budget - \$6,000 allotted for conferences for the BOD; \$3,000 Representative Assembly

2. Election during General Membership meeting

- Two interested in VP position: Hasima and Katrina Marshall from Rush Hospital. Lorena will confirm with both candidates

- Profile of candidates running for open positions will be sent to members via email. Members will vote and winners will be announced at the March conference. Profiles will also be featured in the February 1st publication of the PeriScope
- Open positions will be: Vice President, DD I, DD III, Secretary
- 3. BOD transitions in March**
 - Lorena – Immediate Past President
 - Liz – President Elect
 - Cheryl – Membership Chair
- 4. Budget**
 - See attached report
- 5. Fall Conference**
 - DD3 to host. Lori requesting for guidance
 - Date: October 2, 2021 via webcast or in-person
- 6. Future Meetings**
 - March 5 – 4pm via Zoom
 - July 10 – 8am, location TBD. Budget audit on agenda
 - October 1 – 4pm
 - January 8, 2022 – call in meeting

Next BOD Meeting

March 5, 2021

Adjournment

President Lorena Manalansan adjourned the meeting at 12:56 p.m.

Respectfully submitted by Lisa Mendoza BSN RN CAPA
Secretary, Illinois Society of Peri-Anesthesia Nurses