

***ELPNA Meeting
February 20, 2013
3 PM via Conference Call***

***Attendees: Lori Tormey, President
June Sand, Vice President
Carol DeSchepper, Secretary
Nancy Deetz, Treasurer
Andy West, Sheryl Stenseth, Region 2
Phyllis Bruce, Region 3
Norma Anderson, Region 4
Michelle Knapp, Region 5
Marilee Tollefson, Region 8
Nancy Roberts, Mana Master, Region 9
Membership – Phyllis Bruce, Region 3
Tammy Devine – Portico Benefits, ELCA***

<i>Topic/Agenda Item</i>	<i>Discussion</i>	<i>Action</i>	<i>Responsible Person/Timeline</i>
Welcome and Introductions	The group was welcomed and introductions made as individuals joined the call.	None	
Opening Prayer	Mana Masters offered opening devotions.	None	
Approval/Addition to Agenda	Lori asked for additions to the Agenda. Lori earlier had emailed the addition of the Website discussion to the agenda. With that change, the agenda was accepted as revised.	None	
Approval of Minutes	Carol DeSchepper presented the minutes for the January 15 meeting. A motion was made and seconded to accept the minutes as published. The motion carried.	Post minutes to the website.	Carol DeSchepper and Mary Jo Hallberg
Treasurer's Report	There was no treasurer's report.	None	
Membership	Phyllis provided the Membership report. We currently have 86 members. Fifty-two	Continue recruitment	Board Members

Report	(52) are in Region 3 and 34 are from other regions. Last year at this time we had 118 members. A few have asked that their names be removed. Some are no longer in a PN ministry. One other nurse said she was not renewing because there is not enough communication and benefits to membership. We need to concentrate on the website this year. Phyllis has sent out a reminder letter.	efforts	
Regional Reports	<p>Region 1: No representative</p> <p>Region 2: Andy and Sheryl reported that they have started calling the churches in their region. They have finished calling churches in 3 of the synods. There aren't a lot of parish nurses. Many churches responded that 'they aren't large enough' but they would like to have access to the information. Andy spoke of one cooperative model in southern CA where one nurse serves 5 congregations. They are meeting soon to discuss when to offer the next course.</p> <p>Region 3: Region 3 did not meet in February. The priority has been working on the website. The spring gathering will be on April 22nd. The region has awarded startup grants for three congregations (\$500 each). Phyllis had been to a meeting about research with the Wilder Foundation. The research is about caregivers and where they receive their support. It also included discussion on end of life planning. At the meeting she encountered a person who is trying to get parish nursing started in a Catholic Church. Church leaders see parish nurses as a 'liability'. Nancy R. mentioned that Catholic churches in Florida are equally cautious.</p> <p>Region 4: Norma discussed liability in churches. Participants in the course are discouraged from doing procedures. If they are done, the liability insurance costs increase significantly. Carolyn and Norma are attending a class at her church called "Images of Jesus". It's a very interesting class. Each session is 2.5 hours and they look at art and how Jesus is viewed by other religions.</p> <p>Regarding the ELPNA Website, Norma also thought that there should be a forum on the website to share ideas / information on successful activities.</p> <p>Region 5: Michelle asked if we are linked on Synod websites. Lori said ELPNA is listed on their website (Region 8), but the ELPNA website is not linked. We also might want information on liability policies/questions on the website. The IPNRC has a marketing packet that they put together. We may want to create a packet like that to add to our website. June is adding these things to our list of 'things to do', so we can act on them later. Michelle suggested that those coming to the Westberg might be able to do some work on these resources.</p> <p>Region 6: No representative</p> <p>Region 7: No representative</p> <p>Region 8: Lori shared that they had done an educational event with 34 pastors</p>	Continue spreading the word about ELPNA and seek ways to 'showcase' the organization in your region.	Board members

	<p>attending. She suggested that we remember our rostered leaders and communicate with them about how to do good pastoral care. Marilee and Ruth are eager to work with Lori to assess the region. Ruth is still struggling with her Bell's Palsy and is unable to be on the call. Marilee reminded the group that LSS can help with the Support U program. This is a good place to start on the topic of caregiver support.</p> <p>Region 9: Mana shared that she was able to find parish nurses in the VA Synod. Someone in the Synod office sent an email to all the rostered clergy in churches for Mana and she got 20 responses. Nancy R. said that the Florida PN network will have a small presence at ELCA FL Bahamas Synod assembly in May in Orlando. Also, Lee Memorial Health System in Ft. Myers is offering the Foundations for FCN course April 5,6,7,12,13, and 14. The cost is \$350.</p>		
Website conversion	<p>Phyllis, Mary Jo, and June met yesterday with the webmaster from the Twin Cities and did some training. They had time to practice adding and modifying content on the website. Phyllis had difficulty last night as she could not create a PDF document from her home computer. The minutes will be rearranged on the website. June and Mary Jo will make some notes on how regions will get access to the website.</p> <p>There was discussion about putting member email addresses on the website. It was suggested that we ask members if they are willing to have their addresses made public. The group agreed. Norma asked if members from the regions can be grouped. It's very hard to tell which region members belong to, because the regions are so large and geographically dispersed. Phyllis suggested we modify the membership form to ask them if we can publish their email. Andy suggested that we ask them to notify us if they DO NOT want their name published.</p> <p>We are ready to switch to the National page, but it has not been done. June will make it a priority.</p> <p>Tammy asked that screen shots be included in the orientation materials. That will help people who are visual learners.</p> <p>Andy asked about a space on the ELPNA website for research. Andy offered to keep that updated. There will also be a place to archive minutes and a page for a directory. Michelle offered to share some ideas from her health system as another set of ideas. Phyllis wondered if photos of board members should be added. Those can be added later, perhaps.</p> <p>Nancy R. asked if there would be a section on the website for upcoming events/activity page – or will that be just by region? For example, we could mention our presence at Church-wide or even some regional events. That also will go on our list for further development and discussion. Some events should be listed both regionally and on the National page.</p>	<p>Prepare orientation materials for training other ELPNA board members on website management and continue with other website modifications, including opening to the national organization page.</p> <p>Modify the membership application form to ask about email address posting on the website</p> <p>Develop a research feature for the website</p> <p>Log ideas for future website development</p>	<p>June Sand</p> <p>Phyllis Bruce</p> <p>June Sand and Andy West</p> <p>June Sand</p>

Westberg Update	Mana is planning to attend as are Andy, Michelle, Carolyn, Carol, Ruth, and June. Maureen might be going as well. We will have our usual breakout for ELCA parish nurses. We will communicate by email about a gathering. June will initiate the email.	Initiate an email to ELPNA members about an event at the Westberg	June Sand
Board Elections	June referenced the bylaws and in the next 30 – 45 days she will get them out to the rest of the board for review. The bylaws suggest having elections in October. If we stay with October as the election month, we then need to get a ballot together. We need to get the bylaws updated for national (adapting the Region 3 bylaws as appropriate. We may want to look at it as a two year term with some turnover every year. We don't want a process where every position turns over in the same year.	Distribute bylaws to the board members for review	June Sand
Wheatridge event	Andy was seeking more information from Rick Herman on a joint event between ELPNA and LCMS parish nurses. Andy will follow-up and let them know several of us will be coming.	Follow-up with Rick Herman from Wheatridge re: an ELPNA and LCMS event.	Andy West
Prayer concerns	Please hold Nancy Deetz, Michelle and her family, and Ruth in your prayers.	Remember our colleagues and friends in prayer	Board members
Churchwide	Lori reminded everyone to get registered for Churchwide. It's not on the ELCA website yet. Lori will get the registration link to the group. She will be looking for support for the event from ELPNA membership. Nancy R. said she would be going to Churchwide.	Send out a registration link for the Churchwide gathering in 2013	Lori Tormey
Next meeting	The next meeting will be on March 19 th . Phyllis will do opening and closing prayer.	Make plans now to attend the March meeting	Board members
Closing Prayer	Mana offered closing prayer.	None	

Respectfully,
Carol DeSchepper, Secretary