



## **NENA Annual General Meeting**

**June 2, 2017 in Charlottetown, Prince Edward Island**

### **IN ATTENDANCE:**

Members - 91

Non-Members - 19

### **Executive:**

S. Uribe, President

S. Carlson, President-Elect

K. Murray, Treasurer

C. Brayman, Secretary

M. Dymond, Director of Education

P. Mercer-Deadman, Director of Membership and Promotions

### **President's Council:**

K. Repin, British Columbia

J. Harsch, Alberta

T. Batiuk, Saskatchewan

M. Grandmont, Manitoba

J. Spivey, Ontario

S. Gagné, Quebec

D. Pitts, New Brunswick

M. Spinney, Nova Scotia

D. Ramsay, Prince Edward Island

### **CTAS/CEDIS:**

E. Musgrave

### **NCAC:**

M. McLaughlin

S. Ramagnano

D. Bouchard

M. Doody

D. Paterson

Meeting called to order at 1103h AT on June 2, 2017 by S. Uribe, President, after which NENA's Executive, Provincial Representatives, and Committee members were introduced.

Two scrutineers were assigned:

- Lynne Hatton
- Elizabeth Boys-Leath

The agenda for the 2017 Annual General Meeting was presented to the attendees, in both English and French.

Letter from Dr. Pageau, President of Canadian Association of Emergency Physicians, wishing NENA a successful conference and formally thanking NENA for the ongoing partnership and collaboration, was shared with the attendees.

Letter from Barb Shellian, President of Canadian Nurses Association, congratulated NENA on our conference and welcomes and values the continued collaboration between her organization and NENA.

### **MINUTES OF THE 2016 ANNUAL GENERAL MEETING**

Minute of 2016 AGM were reviewed and approved at the NENA meeting held on June 1, 2016, and are posted on the NENA website.

### **PRESIDENT'S REPORT**

S. Uribe presented her report, highlighting:

- Her honour and privilege to serve as the NENA President over the past 2 years:
- The many benefits of being involved in NENA and encouraged members to participate and promote NENA;
- Her primary goal was increase the membership and visibility; but due to the required change for NENA to be in compliance with the Not For Profit act, many hours and meetings were dedicated to the structure, governance and corresponding bylaws of NENA:
- Briefly outlined the process and learning curve that the NENA Board of Directors has focused on, and been engaged in over the past 2 years, to be in compliance with Canada's Not For Profit Act;
- EPICC Foundations has been developed and launched in several provinces across Canada, in partnership with prnEducation, and is continuing to develop launch strategies for the outstanding provinces. We are also actively working on an EPICC Trauma course to be launched in the near future.

### **TREASURER'S REPORT**

K. Murray presented NENA's fiscal year-end report for 2016/2017 and current status year to date. Both are available for review by the membership upon request.

**MOTION 1:** Appoint the public accountant, Langbroek Louwerse and Thiessen of record, to complete a review.

Moved by Kitty Murray

Seconded by Sharron Lyons

Carried.

## **DIRECTOR OF EDUCATION**

M. Dymond acknowledged the hard work and dedication of the National Course Administration Committee (NCAC) members and the CTAS National Working Group (CTAS NWG) NENA representatives and invited attendees to contact them as needed.

She briefly outlined the responsibilities of her role:

- Liaison between the NENA Board of Directors and both NCAC and the CTAS NWG.
- Involved in ENPC revisions
- Developed on-line Emergency certification modules to help nurses preparing to write their Canadian Nurses Association Emergency Nursing certification exams.

M. Dymond introduced the instructors who have taught NENA endorsed courses in Canada for 20 years:

- TNCC – Margaret Balzer, Carolyn Hill
- ENPC – Marie Grandmont, Audrey Bell-Peters, Jane Stuart-Minaret

## **DIRECTOR OF MEMBERSHIP AND PROMOTIONS**

P. Mercer-Deadman presented her report, highlighting:

- Membership continues to grow and is currently at 1256 members. This includes 50 Independent Members.
  - Work continues to establish NENA-North and hopefully a NENA affiliation in Quebec.
- New bilingual logo has been developed and is in use.
- Updated NENA brochure is available as pdf for use by provincial organizations and NENA members for promotion, and it is bilingual.
- Updated information sheets about NENA are also available for use by provincial organizations and NENA members for promotion and are available in both English and French.
- A Tip Sheet with suggestions on how to promote NENA was updated in March and sent to all Provincial Directors and Board of Directors.
- Surveys were conducted early in 2017 of both NENA and non-NENA Emergency nurses.
  - Results were compiled and strongly indicated a lack of awareness of NENA, our purpose, and the benefits of membership.
  - Members do not feel they are receiving enough communication from NENA about what is being done by the organization for the members.
  - Many respondents felt that nena.ca, though improved, is far from easy to navigate and not very useful.
  - It was also clear that NENA needs to be more visible and current on social media.

## **AWARDS**

9 bursary recipients were introduced and recognized:

Tanya Penney (NS)

Christina Follador (BC)

Lori Vint (MB) – Debbie Cotton Memorial Bursary

Monique McLaughlin (BC) – International Delegate Bursary

Janet Calnan (BC) – International Delegate Bursary  
Sharron Lyons (BC) – International Delegate Bursary  
Kyla Neary Griffiths (NS) – Margaret Smith Bursary  
Leah Chesney – ENC(C) Bursary

Members were reminded that it is extremely important to NENA to recognize our members and all were encouraged to submit for future awards.

Honourary Lifetime Memberships awarded to:

- Cathy Sendeki (BC) – Accepted by Kalina Repin on her behalf
- Donna Gallant (PEI) – Accepted by Dawna Ramsay on her behalf

### **PRESENTATION OF NEW BYLAWS**

S. Uribe outlined the process to be followed.

- The April 19, 2017 version was posted on the website for members to review and submit proposed amendments.
- 14 proposed amendments received.
- The Board of Directors had incorporated these and re-posted the amended bylaws on May 22, 2017. Legal advice was received that this was out of order, as not enough time for the members to review, so the April 19, 2017 version be presented, along with each of the 14 proposed amendments.

Request for clarification from the floor – articles of incorporation are approved by Board of Directors and are filed with the Federal Government. If bylaws change, a new article of incorporation will be filed. A copy of the April 19, 2017 proposed bylaws was given to each attending member, and the proposed amendments were projected for all attendees to see.

#### **Amendment #1:**

5.06 Vacancy in Office

Proposed by Erin Musgrave

**MOTION 2:** Add “if a Director is no longer employed in Emergency Nursing”.

Moved by Erin Musgrave

Seconded by Darlene Oswald

#### Discussion:

Suggestion that a definition of “Emergency Nursing” is required and ask that this motion be deferred until a definition is written.

- Required as per the Not For Profit Act.
- Should not hold back voting on this amendment, as a definition should be developed before the 2018 Annual General Meeting.

Considerations for the definition:

- Include not where you work, but skills and knowledge. Need to distinguish ourselves from main stream nursing.
- Members must be allowed input.

For - 76  
Opposed – 10  
Abstentions - 5

**Carried.**

**Amendment #2:**

2.01 Members and 5.02 Criteria for Directors

Proposed by Debra Pitts

Change 2.01 to “Who are Registered Nurses working in emergency nursing practice”

**MOTION 4:**

Proposed by Landon James

Like to propose an amendment to the original amendments brought forward by Debra Pitts, Erin Musgrave and Landon James (due to conflicts in the originally proposed amendments) to:

1. Who are RNs working Canadian emergency nursing practice, research, education or leadership.
2. All directors are required to be members and reside in the province in which they represent.

Moved by Landon James

Seconded Dawn Patterson

Discussion:

Management to include leadership as a paradigm and not as a position.

Propose amendment to the amendment in which “management” is changed to “leadership”.

Point of clarification “live in province in which they represent” refers to Directors only.

If retired, cannot be a Director.

Board concern – if there is a Director vacancy for representation from a specific province or territory, a regional representative could not be assigned. Clarification obtained that this is allowed on a temporary basis, until the next election.

For - 91

Opposed – 0

Abstentions - 0

**Carried.**

**Amendment #3**

5.06 Vacancy in Office

Proposed by Stephanie Carlson

Amendment rescinded

**Motion withdrawn.**

**Amendment #4**

1.01 Definitions

Proposed by Landon James

**MOTION 5:** Change the section number from “2.01” to “...“Associate” means a supporter of the Corporation as further defined in Section 2.02...”

Moved by Landon James

Seconded by Ashleigh Malaczruk

For - 91

Opposed – 0

Abstentions - 0

**Carried.**

**Amendment #5**

1.07 Financial Statements

Proposed by Landon James

**MOTION 6:** Include "... or electronically" after prepaid mail.

Moved by Landon James

Seconded by Sharron Lyons

For - 91

Opposed – 0

Abstentions - 0

**Carried.**

**Amendment #6**

2.01 Members

Proposed by Landon James

**MOTION 7:** Add "...Registered Psychiatric Nurses, or Nurse Practitioners..." and change "management" to "leadership".

Moved by Landon James

Seconded by Melanie Fecteau

Discussion:

Clarification that if NENA wishes to remain a Special Interest Group under the Canadian Nurses Association, their membership must be a majority of Registered Nurses.

Question with regards to including Licensed Practical Nurses, Paramedics and other allied health to this category.

- Not the intent of this motion, and suggest an amendment outlining this it to be presented at next years AGM.

For - 89

Opposed – 2

Abstentions - 0

**Carried.**

**Amendment #7**

2.02 Associates

Proposed by Landon James

**MOTION 8:** Add "...Registered Psychiatric Nurses, or Nurse Practitioners..."

Moved by Landon James

Seconded by Melanie Fecteau

Discussion:

Megan Wallace, Canadian Nurses Association lawyer, recommended that “Associates” category be created for non- Registered Nurses, Nurse Practitioners and Registered Psychiatric Nurses to be able to join NENA.

This would include retired Registered Nurses.

For - 76

Opposed – 3

Abstentions - 2

**Carried.**

**Amendment #8**

2.03 Notice of Meetings of Members

Proposed by Landon James

**MOTION 9:** Add subsection (C): “And posted on the home page of the NENA website for a period of not less than 21 – 35 days.”

Moved by Landon James

Seconded by Ashleigh Malarczuk

Discussion:

Add Facebook page as well.

- This will be addressed in the policy.

For – 90

Opposed - 0

Abstention - 1

**Carried.**

**Amendment #9**

3.02 Termination of Membership

Proposed by Landon James

**MOTION 10:** Add to subsection (b) “... or Section 2.02...”

Moved by Landon James

Seconded by Pat Mercer-Deadman

Discussion:

2.02 addressed associates who are not members, so cannot terminate their membership.

**Motion withdrawn.**

**Amendment #10**

4.01 Annual Meeting

Proposed by Landon James

**Motion withdrawn.**

**Amendment #11**

5.01 Number of Directors

Proposed by Landon James

**MOTION 11:** Delete "...if the Ordinary Resolution empowers the Directors to determine the number by resolution of the Board."

Moved by Landon James

Seconded by Monique McLaughlin

Discussion:

If this power is given to the Board, it cannot be rescinded.

For – 91

Opposed – 0

Abstentions - 0

**Carried.**

### **Amendment #12**

5.02 Criteria for Directors

Proposed by Landon James

**MOTION 12:** Change to "Within one year of election, a director may not be a director/officer (or equivalent) of an affiliated provincial emergency nursing organization with which NENA has affiliated. All Directors must also meet the criteria for Directors as set out in Board policy."

Moved by Landon James

Seconded by Maureen Doody

Discussion:

May introduce a conflict of interest, and the applicable Directors would have to remove themselves from votes.

- This is does not support National vision of NENA.

Emergency Nursing Association of British Columbia decided to create a new position in which a British Columbia member's name will be put forward for election to NENA to represent them.

- Smaller provinces may not then have someone at NENA, as not enough interest and/or members to draw from.

Includes anyone who has a vote to direction of finances in their province.

More discussion required.

For - 5

Opposed - 46

Abstentions - 34

**Motion defeated.**

### **Amendment #13**

5.03 Elections and Terms

Proposed by Landon James

**MOTION 13:** Change " In every second year the Members shall elect..." In every year..."

Moved by Landon James

Seconded by Colleen Brayman

For – 91



Opposed – 0  
Abstentions - 0

**Carried.**

**Amendment #14**

5.04 Nominations of Directors

Proposed by Landon James

**MOTION 14:** Delete “Members may nominate Directors outside of the Nominations process.” And add “Vacant positions shall be sent to all members electronically no less than 90 days before the meeting of members where the election will take place. The call for nominations shall also be posted on the home page of the website.”

Moved by Landon James

Seconded by Pat Mercer-Deadman

For – 91

Opposed – 0

Abstentions - 0

**Carried.**

**QUESTIONS FROM THE FLOOR**

No questions received from the floor.

**ELECTION AND ANNOUNCEMENT OF NEW DIRECTORS**

**MOTION 15:** Elections will be deferred until the language of Emergency Nursing is defined and current Board of Directors stands until then.

Moved by Janet Calnan

Seconded by Monique McLaughlin

Discussion – add a date to defer to, requires clarification if this can be done electronically as the election must be done at an AGM.

The Board of Directors will consult a lawyer on how to move forward (electronically, special meeting etc.) and will inform the membership.

- Quebec members not currently receiving NENA emails.
- This will also have to be rectified if electronic voting.

**Carried.**

**RECOGNITION OF OUTGOING OFFICERS**

No outgoing members at this time.

Suggestion that in future important Annual General Meeting discussions occur before awards etc. and that a parliamentarian is present for these discussions.

**ADJOURNMENT**

**MOTION 16:** The 2017 AGM meeting be adjourned at 1227h.

Moved by Sherry Uribe

Seconded by Colleen Brayman

**Carried.**

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President

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Date

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Secretary

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Date