



## National Tuberculosis Nurse Coalition Annual Meeting Notes June 21, 2010

### I. Welcome and Attendance

- a. Kathy Kolaski called the meeting called to order at 9:20 a.m. Eastern Time and welcomed participants.
- b. Executive Committee Attendance
  - Kathy Kolaski- President
  - Dawn Farrell- President Elect
  - Tammy McKenna- Secretary
  - Absent: Kathleen Hursen- Past President

### II. Kathy Kolaski introduced members of the Executive Committee

### III. Roll Call

A roll call of states was conducted with a quorum established of 29 of 82 state, big city, and territorial TB programs represented.

### III. Mission and Objectives

Kathy Kolaski read the mission and objectives of NTNC.

### IV. Bylaws

Kathy Kolaski discussed the 2009 amended Bylaws that reflected the change in NTNC officer election timeframe to coincide with that of NTCA. As a result, the Board and membership need to consider wording to reflect the decreased time interval required to conduct electronic elections.

### V. Approval of Minutes

Tammy McKenna read the minutes of June, 2009. The minutes were approved as read.

### VI. President's Report

- a. Kathy Kolaski provided the President's Report for the last year which is included in the 2009 NTCA Annual Report available in hard copy. The report will be posted to the website.
- b. New Slate of Officers were announced and introduced:
  - Dawn Farrell- President
  - Karen Farrell- President Elect
  - Larry Niler - Secretary
  - Kathy Kolaski- Past President

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**VII. Committee Reports-** Full reports will be posted to NTNC website

- A. **Corrections Committee:** Ellen Murray reported the committee continues to have monthly telephone conferences discussing challenging cases of TB in correctional facilities, identifying best practices and consider ongoing challenges. The committee has developed a Corrections Needs Assessment Survey that will be distributed via NTCA/NTNC website in the near future.
- B. **Workforce Development/Staffing Standards Committee:** The two committees have been merged. The Workload Demand Assessment Tool (formerly Staffing Standards) paper is awaiting publication in the "Journal of Public Health Management & Practice".
- C. **ANA Recognition:** Gail Denkins and Ellen Murray co-chair this newly formed committee that is exploring the process of ANA recognition for national TB Nursing certification. New committee members will be contacted via email.
- D. **Bylaws Committee:** Committee has been inactive since 2009 since there have been no Bylaw changes. This committee will be reactivated as determined by need.
- E. **Informatics (Practice) Committee:** Judy Gibson reported and made a request for new members, re-emphasizing the impact that informatics has on nursing, including the Electronic Health Record (EHR) and other data systems which contribute to evidence based data. There will be "Brown Bag" webinar on 09/16/10. Information will be forthcoming.
- F. **Research Committee:** Committee has been inactive. Ellen Murray shared her thoughts that nurses not only conduct research regularly, as demonstrated by poster presentations, but also work through TB-PEN. Further discussions took place suggesting that this committee should be incorporated into a joint group with physicians because of the shared needs to network to present research. These suggestions will be discussed in upcoming Executive board meetings for future plans.
- G. **Manual Committee:** Kathy Kolaski reported for Jan Young and Gayle Schack. This committee has worked diligently investing many hours in the process. Upon completion, the manual will be posted online and limited printed copies will be available. The manual is currently in the editorial process with plans for a fall release. Announcements of status will continue.
- H. **Membership Committee:** Committee has been inactive. Dawn Farrell did report that membership is stable but challenged current membership to be involved and help NTNC grow. Katie Sisk (DC)

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and Gail Denkins (Michigan) volunteered to co-chair this committee and inspire development of new strategies to build membership.

- I. **Annual Meeting Committee:** Dawn Farrell chaired this past year. Dawn acknowledged her committee members and thanked them for their contributions. Karen Farrell, incoming President-elect, will chair this committee for the 2011 Annual NTNC meeting.

\*\*Committee Sign-up sheets will be given to the Committee chairs and will contain contact information for new committee members.

### **VIII. Discussion**

Discussion was held regarding ways NTNC can increase membership as well as assist members with the workforce and case management challenges that emerged from the survey.

### **VI. Adjournment**

The meeting was adjourned at 10:35 a.m. Eastern Time.