



*Community Health Nurses' Initiatives Group  
of the  
Registered Nurses Association of Ontario*



*Annual General Meeting  
April 25, 2009  
8:00-11:15 am  
Hilton Suites, Markham, Ontario*

*Annual Report*



*Mission*

*To act as the voice of Community Health Nurses influencing the health care system, and health and social policy, in areas which affect the work of Community Health Nurses and the public we serve.*

**Community Health Nurses Initiatives Group  
Annual General Meeting**

**April 25, 2009  
8:00 am - 11:15 am**

**Hilton Suites, Markham, Ontario**

**AGENDA**

**8:00 1.0 Breakfast**

**8:30 2.0 AGM Business**

- 2.1 Welcome/Recognition of Honoured Guests
- 2.2 Approval of Agenda
- 2.3 Approval of Minutes of 2008 AGM
- 2.4 President's Report and Member Questions
- 2.5 Treasurer's Report
- 2.6 CHNAC Update
- 2.7 Business Arising:
  - 2.7.1 National Conference
  - 2.7.2 CHNIG Member Bursary for Attendance at RNAO and CHNIG Annual General Meetings
  - 2.7.3 CHNIG Student Bursary for Attendance at RNAO and CHNIG Annual General Meetings
  - 2.7.4 Professional Development Award: Member
  - 2.7.5 Professional Development Award: Student
- 2.8 Presentation of Awards
  - 2.8.1 CHNIG Student Bursary for Attendance at RNAO and CHNIG Annual General Meetings
  - 2.8.2 Professional Development Award: Member
  - 2.8.3 Professional Development Award: Student
  - 2.8.4 CHNIG Research Award
  - 2.8.5 CHNIG Educational Bursary Awards
  - 2.8.6 Clinical Excellence in Community Health Nursing Award

2.9 Presentation to departing Executive Team members:

- Mary Lachapelle
- Martina Cullerier
- Joanne Crawford
- Debbie Kane
- Cheryl Reid-Haughian
- Ruth Schofield

2.10 Nominations:

- President Elect
- Treasurer
- Communications (Newsletter)
- Political Action
- Professional Practice – Public Health
- Research & Education
- Membership Benefits
- Student Rep

2.11 Introduction of President and 2008-2009 Executive

**10:00 3.0 Guest Speakers (PedNIG to join)**

Ruth Schofield: *CHNIG Goes to China*

Susan Jack: *Nurses making a promise to make a difference. The Nurse-Family Partnership Program*

**11:15 4.0 Adjournment- RNAO Plenary to follow**

## **PRESIDENT'S REPORT**

Your 2008-2009 executive demonstrated exceptional leadership in being proactive and responsive to issues relevant to community health nursing (CHN) provincially, nationally and internationally. I would like highlight a few examples of our commitment to influencing the health care system, and health and social policy, in areas which affect the work of CHN and the public we serve.

Your executive participated in RNAO initiatives, such as attending RNAO assembly meetings and Queen's Park Day, responding to action alerts, participation as a panel member for the RNAO BPG Implementation Toolkit revision, participation on several resolution workgroups, and collaborative lobbying, such as, direct written appeals and consultation , addressing topics like childhood obesity, the need for Mental Health to be included in the Ontario Public Health Standards and issues related to the Ministerial referral on inter-professional collaboration and health colleges and professionals. Additionally, CHNIG collaborated with RNAO to submit a very significant letter to Minister Caplan, recommending revisions to the *Health Protection and Promotion Act*, aimed to improve capacity of local health units.

The CHNIG executive participated in, and led, Community Health Nurses Association of Canada (CHNAC) initiatives and activities, including representation on the CHNAC board, co-sponsored, with CHNAC, the Second National CHN Conference (2008), significant participation within various 3<sup>rd</sup> National CHN Conference (2009) planning committees and participation in the creation and implementation of a national environmental scan related to community health nursing in Canada. Many members of your executive worked in consultation with the CHNAC Policy and Political Action Standing Committee and Vision 2020 Project Team to conduct a national consultation of nurses working in community. RN's, RNEC's and nurse practitioners were given an opportunity to complete an online survey to provide feedback on a draft vision statement and definition for community health nurses in Canada. The definition and vision was developed by the Vision 2020 Working Group and based on the findings in the Community Health Nursing Vision 2020: Wait or Shape? study which was completed and submitted in May, 2008.

Member(s) of your executive contributed to the development and implementation of national public health core competencies and public health nursing discipline specific competencies. They contributed to the development of a provincial orientation package for public health nursing through membership on the Joint Algoma Health Unit and ANDSOOHA Advisory Committee, a Ministry of Health and Long Term Care Funded Project. Your executive has laboured to demonstrate a commitment to valuing and supporting the practice of CHNs.

Your executive has worked to promote CHNIG and CHN through booths and exhibits, as well as, oral presentation at various national conferences, including CNA's 2008 Biennial Conference. Funds were provided to assist an executive member to travel to China, which proved to be an excellent opportunity to increase the profile of CHNIG and CHN internationally.

Your executive was exceptionally active in their mission to influence health and social policy. Examples include: Consultation on Dietitians of Canada collaborative statement on assessing optimal growth in infants, Collaboration with the Advocacy Committee of the OPHA re: the consultation/review of (a) resolutions related to *Core Competencies for Public Health in Canada*, and *Regulation and Inspection of Splash Pads and Other Similar forms of Wet Recreation*; and (b) position paper re: *Violence Prevention: Continued call to Action for Ontario*, participation in the

consultation/review of the Ministry of Education's Health & Physical Education curriculum and submission of a letter to Premier Dalton McGuinty and the Minister of the Environment urging the government to deliver regulations no weaker than the draft regulations issued November 7, 2008 in relation to cosmetic pesticide use.

The CHNIG executive voted to initiate funding opportunities, financial support for members and students to attend the CHNIG AGM and the national CHN conference. Newsletters were mailed out in hard copy to those members requesting this type of delivery. Awards were provided for research, education and clinical excellence. These activities, among many others, demonstrate recognition of membership needs.

Members of your executive researched and developed a resolution advocating for RNAO to support more emphasis on CHN in undergraduate education.

Your executive tirelessly petitioned, to promote CHNIG, to raise the profile of CHN's and promote the value of their practice, to influence health and social policy, to respond to the needs of CHNIG members and to engage student involvement within community health nursing and the interest group.

I am indebted and honoured to have had the privilege to work with such a dedicated group of community health nursing leaders all with such a passion for community health nursing.

Past President:	Ruth Schofield
Treasurer:	Sam Thomson/Mary Lachapelle
Secretary:	Rebecca Ganann
Communication:	Beatrice McDonough, Joanne Crawford
Research and Education:	Barbara Kennedy
OPHA Liaison:	Gloria Morris
Professional Practice Issues:	Katie Dilworth, Cori Watson
Membership Benefits:	Martina Cuillerier, Samantha Thomson
Policy and Political Action:	Debbie Kane
Ad Hoc Member:	Cheryl Reid-Haughian

*Respectfully submitted,  
Kim Dalla Bona*

## **1. To promote CHNIG**

### ***Objectives:***

- a. Increase knowledge of and ensure CHN representation on all relevant RNAO workgroups and external initiatives
- b. Promote the first national conference
- c. Increase membership by 17%

### ***Actions:***

- Presented "*Community Health Nursing Vision 2020: Wait or Shape?*" at the CNA Biennial Conference; Be the Change, June 16-18, 2008. Ottawa Congress Centre (Ruth Schofield, Kim Dalla Bona)
- Spoke for Nurses Week on leadership at TPH (Ruth Schofield)
- Spoke for nurses Week at Halton health Unit on standards, PH Core competencies and discipline specific competencies (Ruth Schofield)

- Represented CHNIG on the CHNAC Board (Ruth Schofield)
- Attended RNAO Board meetings, representing IG Chairs (Ruth Schofield)
- Attended and participated on OPHA board (Gloria Morris)
- Participated on RNAO Editorial Advisory Committee for RN Journal monthly (Ruth Schofield)
- Responded to RNAO Action alerts
- Held regular Professional Practice committee meetings, engaging/ seeking resource and feedback (Katie Dilworth, Cori Watson)
- Submitted an article to the CHNIG newsletter re) Professional Practice Team (Katie Dilworth, Cori Watson)
- Keynote speaker at South West Public Health Managers meeting re) 'Raising the standards' (Katie Dilworth)
- Participated as a panel member for the RNAO BPG Implementation Toolkit revision (Gloria Morris)
- Attended IG chairs meetings (Ruth Schofield, Kim Dalla Bona)
- Attended RNAO assembly meetings (Ruth Schofield, Kim Dalla Bona)
- CHNIG exhibit/booth at 2<sup>nd</sup> National CHN conference (Sam Thomson, Martina Cullerier)
- CHNIG exhibit/booth at CHNIG and RNAO AGM
- Co-sponsored with CHNAC the Second National Community Health Nursing on May 29, 20, 31, 2008 in Toronto at Toronto Westin Prince Hotel (Conference Planning Committee: Co-Chair Ruth Schofield; Sponsorship/Marketing: Kim Dalla Bona, Marlene Slepky, Cheryl Reid-Haughian (ON), Program: Ruth Schofield, Rebecca Ganann, Yvette Laforet-Fliesser, Finance: (Mary Lachapelle, Yvette Laforet-Fliesser)
- Participated with the planning of the 3<sup>rd</sup> National CHN Conference, Program, Sponsorship/Marketing Committee, Abstract Review (Ruth Schofield, Rebecca Ganann, Kim Dalla Bona, Cheryl Reid-Haughian)
- Participated in planning and agreement to co-chair, with CHNAC, the 4<sup>th</sup> National CHN Conference, to be held in Toronto, 2010 (Ruth Schofield, Rebecca Ganann, Katie Dilworth, Kim Dalla Bona)
- Mailed new member postcards (Sam Thomson)
- Held an orientation for new executive members by teleconference ( Kim Dalla Bona)
- Membership trends: Current membership stands at 1524 (incl. both RN and student members), last year membership (to same date) was 1838. We are the second largest RN Interest Group with RNAO, second to NLN (Martina Cullerier)

## **2. To raise the profile of CHN's and promote the value of their practice**

### ***Objectives:***

- a. Enhance the understanding of the diverse roles in community health nursing
- b. Promote CHN as a viable career option in the schools of nursing for new graduates
- c. Promote primary health care
- d. Promote healthy work environments
- e. Support integration of the CHN Standards in Practice and Education (pilot of toolkit, support certification study groups)
- f. Lobby funding to facilitate the promotion of CHN

### ***Actions:***

- Reviewed a proposal: *CHNIG Funding Request for Canadian Nurses Association China Delegation on October 31 to November 10, 2008*. CHNIG awarded Ruth Schofield a \$1000.00 one time only travel grant. The CHNIG executive felt that this appeared to be an excellent

- opportunity to increase the profile of Community Health Nurses' Initiatives Group (CHNIG) and Community Health Nurses (CHN) internationally.
- Received response from Ontario Council on Community Health Accreditation (OCCHA) regarding integrating the Canadian Community Health Nursing Standards of Practice into accreditation guidelines for public health units in Ontario
  - Participated in a teleconference on the accreditation strategy on the integration of CCHNSoP for Home Health, with Wendy Nicklin and Paula Greco, Accreditation Canada (Cheryl Reid-Haughian, cLaChappelle, Cori Watson, Kim Dalla Bona)
  - Participated in a research project, which began in 2007, *Community Health Nursing Vision 2020: Wait or Shape?* This research was completed this past summer. The purpose of the study was to identify the priority issues for community health nursing in Canada, explore a vision of the future and provide recommendations for policy, practice, education, research and administration. This research also acts as a foundation in the development of a vision of community health nursing for 2020 and a national position paper. A one page fact sheet, outlining study findings is available on the CHNIG website. (Ruth Schofield, Rebecca Ganann, Katie Dilworth, Cheryl Reid-Haughian, Cori Watson, Kim Dalla Bona)
    - Submitted CHN Vision 2020 research report to CHNAC May 2, 2008
    - Met with and received feedback from CAN, RNAO (Lynn-Anne Mulroney) and CHNAC President on May 1, 2008
    - Final CHN Vision 2020 Research Report was submitted May 22, 2008.
    - An article outlining *Community Health Nursing Vision 2020: Wait or Shape* research and findings has been submitted to Canadian Nurse, for publication
  - Presented CHN Vision 2020 research report findings at 2<sup>nd</sup> National CHN Conference May 31, 2008 (Ruth Schofield, Rebecca Ganann, Kim Dalla Bona)
  - Abstract accepted and presented at the Canadian Nurses Association Biennial Conference; Be the Change, held June 16-18, 2008 at the Ottawa Congress Centre. "*Community Health Nursing Vision 2020: Wait or Shape?*" (Ruth Schofield, Kim Dalla Bona)
  - Participated in Solicitation of Interest development and selection of consultants for Community Health Nursing Vision & Definition Project (Ruth Schofield, Katie Dilworth, Rebecca Ganann)
  - Participation with research, aimed to develop a *Community Health Nursing Definition and Vision*. The purpose of this project was to work in consultation with the Community Health Nurses Association of Canada (CHNAC) Policy and Political Action Standing Committee and Community Health Nursing Vision 2020 Project Team to conduct a national consultation of nurses working in community. RN's, RNEC's and nurse practitioners were given an opportunity to complete an online survey to provide feedback on a draft vision statement and definition for community health nurses in Canada. The definition and vision was developed by the Community Health Nursing Vision 2020 Project Team and based on the findings in the Community Health Nursing Vision 2020: Wait or Shape? Study completed and submitted in May, 2008. An outside consulting company was contracted to conduct the survey. (Ruth Schofield, Rebecca Ganann, Kim Dalla Bona, Cori Watson, Cheryl Reid-Haughian and Katie Dilworth)
  - Abstract accepted for a Networking Café session at the 3<sup>rd</sup> National Community Health Nurses Conference. *Blazing our Trail: Tools, Tactics and Taking Charge*. June 17 - 19, 2009, Coast Plaza Hotel, Calgary, Alberta. "*Vision 2020 – Building Clarity: Development of a common definition and vision for Community Health Nursing in Canada*" (Ruth Schofield, Rebecca Ganann, Kim Dalla Bona, Cori Watson, Cheryl Reid-Haughian and Katie Dilworth)
  - Spoke at Halton Health Unit on CCHN Standards of Practice & Public Health Core Competencies for Nurses Week (Ruth Schofield)
  - Participated in Ontario CHN Standards Coalition (Cheryl Reid-Haughian, Ruth Schofield)

- Attended CPHA in Halifax presented poster on Pan-Canadian CHN Continuing Education Needs survey and attended as a CHNAC rep to the Discipline Specific Meeting at CPHA (Ruth Schofield)
- Participated in CHNAC national environmental scan related to community health nursing in Canada (Ruth Schofield, Katie Dilworth)
- Member of the CHNAC PHN Discipline Specific Competency Development Project Expert Group (Ruth Schofield, Katie Dilworth)
- Obtained funds from Health Canada Office of Nursing Policy for a feasibility study of a PHN Centre of Excellence as a member of the Advisory Committee (Ruth Schofield)
- Participated on behalf of CHNAC in CASN Public Health Standing Committee meeting for the development of entry to practice competencies for future community health nurses (Ruth Schofield)
- April 2008 presentation to Centennial College on the role of home health visiting nurses and the role of community nurses in Street Mental health and the homeless population (Professional Practice Team Member)
- Submitted response to Ontario Public Health Standard protocol on Infectious Disease (Katie Dilworth, Ruth Schofield)
- Presented via teleconference on the CHN Standards to Scarborough Centennial College –RPN Fast Track program (Cheryl Reid-Haughian)
- Presented to the *Community and Public Health Sector College of Nurses of Ontario (CNO) Advisory Group* on the CHN Standards (Katie Dilworth, Kim Dalla Bona)
- Quarterly submission to OPHA’s quarterly report (Gloria Morris)
- Contributed to the development of a provincial orientation package for public health nursing through membership on the Joint Algoma Health Unit and ANDSOOHA Advisory Committee, a Ministry of Health and Long Term Care Funded Project (Ruth Schofield)
- Participated on Community Health Nurses Association of Canada (CHNAC) Expert Group in the development and implementation with a national consensus building consultation using the Delphi method in the development of public health nursing discipline specific competencies that will inform the national Human Resources Planning for Public Health (Katie Dilworth)
- Organized a study group for nurses challenging the CNA CHN Certification exam (Katie Dilworth)

### **3. To Influence health and social policy**

#### ***Objectives:***

- a. Ongoing environmental scanning to identify issues relevant to CHNIG. Being responsive and proactive
- b. Collaborate with other interest groups in RNAO & other interdisciplinary organizations with common issues
- c. Formalizing relationships by exploring the best ways to work together with ANDSOOHA, OHCA & OCSA

#### ***Action:***

- Reviewed Canadian Patient Safety Institute proposed *Safety Competency Framework* (Kim Dalla Bona, Cori Watson)
- CHNIG submitted a letter, collaboratively with RNAO, to Cynthia Morton, Deputy Minister of Health promotion re) Childhood Obesity Surveillance Proposal (Katie Dilworth, Cori Watson).
- CHNIG submitted a letter to Michael Kirby, Chair, Mental Health Commission of Canada May 9, 2008, in collaboration with Ontario Healthy Schools Coalition and the Registered



Nurses' Association of Ontario and re) Need for Mental Health to be Included in the Ontario Public Health Standards.

- Reviewed and collaborated with RNAO in a response to HPRAC consultation on issues related to the Ministerial referral on inter-professional collaboration and health colleges and professionals. Participated in a teleconference with Sheila Block and Lynn Anne Mulrooney (Cori Watson, Kim Dalla Bona) on the RNAO/CHNIG/NPAO response to HPRAC on the RHPA.
- Participated on the Resolution #4 Bariatric Working Group (Kim Dalla Bona)
- Supported and forwarded name of HH nurse and PH nurse to Erica Kumar, RNAO, for participation with the creation of Healthy Work Environments BPG Interprofessional Care (Kim Dalla Bona, Katie Dilworth, Cori Watson, Cheryl Reid-Haughian)
- CHNIG provided feedback to Gail Beatty at RNAO re: CNA Healthy Aging Strategy. (Katie Dilworth, Cori Watson)
- Collaborated with RNAO to respond to a request for consultation from the Ministry of Labour (MOL) and Ministry of Health and Long-Term Care (MOHLTC) on a proposal to extend the scope of the Needle Safety Regulation (O. Reg. 474/07), made under the *Occupational Health and Safety Act (OHSA)*.
- Partnered with RNAO, in a joint letter, to Carol Sackville-Duyvelshoff, with the Ministry of Labour and the *Safe at Work Ontario* in any way to promote and/or disseminate the *Safe at Work Ontario* strategy.
- Participated in a MOHLTC, PH webinar on the 17 draft OPHS protocols (Ruth Schofield, Katie Dilworth)
- Attended a meeting MOHLTC Reference Panel meeting on OPHS roll-out consultation (Katie Dilworth)
- Consultation on Dietitians of Canada Collaborative statement on assessing optimal growth in infants (Katie Dilworth, Cori Watson)
- Participated in teleconference with RNAO Home Office re: HBHC funding and the Nurse Family Partnership pilot study (Katie Dilworth, Ruth Schofield)
- Participated in RNAO poverty submission (Katie Dilworth, Cori Watson, Ruth Schofield).
- Participated, as chair, in Resolution 2 workgroup re: safe sleep (Katie Dilworth)
- Participated as an advisory committee member for the Multiple Intervention Program Toolkit Project for the Community Health Nursing Research Unit (Rebecca Ganann)
- Encouraged Professional Practice team to submit comments to CNO about new documentation standard (Katie Dilworth, Cori Watson)
- Worked collaboratively with members of the Coalition to submit a proposal to Health Force Ontario for funding to support our standards integration effort (Cheryl Reid-Haughian, Ruth Schofield)
- Collaborated with the Advocacy Committee of the OPHA re: the consultation/review of (a) resolutions related to *Core Competencies for Public Health in Canada*, and *Regulation and Inspection of Splash Pads and Other Similar forms of Wet Recreation*; and (b) position paper re: *Violence Prevention: Continued call to Action for Ontario* (Gloria Morris)
- Participated in the consultation/review of Ministry of Education's Health & Physical Education curriculum (Gloria Morris)
- Attended Queen's Park Day (Ruth Schofield, Kim Dalla Bona)
- Responded to *Questions for the Expert Advisory Committee on the Vigilance of Health Products* (Gloria Morris)
- Participated in National consultation expert group about PHN competencies (Katie Dilworth, Ruth Schofield)

- Participated in MOHLTC Public Health Branch teleconference on the Building PH: Stakeholder consultation strategy (Ruth Schofield)
- Acted as lead for OPHA re: Ministry of Education Health & Physical Education curriculum consultation/review. Collated input from the OPHA Constituent Societies for online survey submission for curriculum feedback (Gloria Morris)
- Invited as an expert in school health & chronic disease prevention in children/youth for consultation on 2<sup>nd</sup> draft (Toronto) (Gloria Morris)
- CHNIG sent a letter to Premier Dalton McGuinty and the Minister of the Environment on the draft regulations issued November 7, 2008 in relation to cosmetic pesticide use (Katie Dilworth, Cori Watson, Kim Dalla Bona)
- CHNIG collaborated with RAO on a very significant letter to Minister Caplan, about revisions to the *Health Protection and Promotion Act* (Lynn Anne Mulrooney, Ruth Schofield, Katie Dilworth, Kim Dalla Bona)

#### 4. To respond to needs of CHNIG members

##### ***Objectives:***

- a. 2-3 newsletters with relevant community health nursing issues, research and current membership benefits.
- b. To develop and evaluate the communication strategies including newsletter, listserv, website and postcards. Elicit feedback from members to evaluate if the communication strategies are meeting the members' needs.
- c. Investigate establishing a community health nursing journal and ISBN for the newsletter.
- d. Provide funding for education, program evaluation and research initiatives.

##### ***Action:***

- Participated in the CHNAC Political Action committee (Kate Dilworth)
- Used the CHNIG website to remind members of the bursary and research awards available (Bea McDonough)
- CHNIG website updated regularly with issues and topics of relevance (Bea McDonough)
- Responded to emails from members and non-members requesting information about CHNIG as well as clinical practice requests relevant to CHN
- Participation in SIDS Canada conference (Katie Dilworth)
- Two CHNIG newsletters published and distributed (Joanne Crawford)
- Clinical Excellence Award: successful applicant was Kay McGarvey (Martina Cullerier)
- Professional Development Fund: CHNIG executive agreed to allow for one time funding opportunity for the purpose of attending the CHNAC June conference. Opportunity advertised via RAO email and CHNIG website. Offered for 4 students and 4 RNs recipients up to \$500. Successful applicants will be named at AGM. (Martina Cullerier)
- CHNIG Bursary for Attendance at RAO and CHNIG Annual General Meetings: Offered for 2 students and 2 RNs recipients up to \$500. Opportunity advertised via RAO email and CHNIG website. (Martina Cullerier)
- CHNIG Research Award; 1 recipient. Opportunity advertised via RAO email and CHNIG website. (Barbara Kennedy)
- CHNIG Educational Bursary Awards; 2 recipients Opportunity advertised via RAO email and CHNIG website. (Barbara Kennedy)

5. **To engage student involvement within community health nursing and the interest group**

**Objectives:**

- a. Partner with NSO to determine what would motivate students to want to be involved with CHNIG
- b. To support student involvement through representation, opportunities and incentives.
- c. To support student learning related to CHN.

**Action:**

- Resolution researched and developed advocating for RNAO to support more emphasis on CHN in undergraduate education (Barbara Kennedy, Ruth Schofield)

**TREASURER'S REPORT**

**April 2008**

*By Mary Lachapelle*

I am pleased to report that we continue to be in a strong financial position.

Current Bank Balance	\$52922.83
Current GIC	\$18403.05
Year End Balance (Oct 31 2008)	\$14660.87
Total expenses 2007-2008	\$45024.17

Major expenditures for last year include our Website, and Teleconference Communication. We anticipate a reduction in both for next year. We have entered in to a maintenance contract for Website updates and maintenance. As well we are exploring t/c options in collaboration with RNAO Head office. We do need reliable access for teleconferencing as it is used for executive meetings, committee/team meetings, and conference planning.

We have budgeted an increase for next year. We consistently spend under budget but plan our budget on 'worst case' possibility. Our increase includes new funding initiatives for our members (to be voted on at this meeting) as well as funding for National conference. We also have included increases, which reflect your executive's commitment to branding and marketing of CHNIG.

Community Health Nurses Initiatives Group  
Annual General Meeting - Minutes  
April 12, 2008 8:30 – 11:00am  
Hilton Suites, Markham, Ontario

**Attendance:** See attached list.

**1.0 AGM Business**

**1.1 Welcome/Recognition of Honoured Guests:**

Annual meeting began at 8:40 am with the introduction/recognition of honoured guests by Ruth Schofield, President.

Past Presidents of CHNIG in attendance were recognized including: Joyce Fox, Yvette Laforet-Fliesser, Adeline Falk-Raphael and Marlene Slepko. RNAO Past President Joan Lesmond was also recognized. Recognition was also given to Cheryl Reid Haughian who had received the Award of Merit from RNAO last evening.

**1.2 Approval of Agenda:**

**Motion** to accept the agenda by Samantha Thompson

**Seconded** by Katie Dilworth that the agenda be approved.

**Carried.**

**1.3 Minutes of AGM 2007:**

**Motion:** to accept 2007 minutes as circulated by Kim Dalla Bona

**Seconded** by Joan Lesmond that the minutes of the AGM 2007 be approved as circulated.

**Carried.**

**1.4 Business Arising:**

**1.4.1 National Community Health Nursing Conference:**

Ruth discussed the upcoming 2<sup>nd</sup> Annual Conference May 29 – 31<sup>st</sup>. Ruth discussed the increased number of presentations this year. Stated that the quality of abstracts were strong and that CHNIG and CHNAC look forward to the various paper/poster presentations, roundtable discussions and panel presentations that are planned.

**1.5 New Business**

**1.5.1 Public Health Nursing Centre of Excellence**

Discussion session at the conference to engage in some discuss. Group is in the early stages of looking at excellence in public health nursing nationally. Began in Ontario and is now looking further at the national level. Claire Betker from CHNAC is joining this group to look at a national focus and explore this concept further. Next steps in journey becoming a reality. Adeline and Yvette are also involved in these discussions.

**1.5.2 By-Law Changes**

Discussion and approval of bylaw changes took place. Please see attached bylaw document for specifics related to formal approval of these changes.

**1.5.3 AGM Breakfast**

**Motion:** That the CHNIG executive discuss that that cost recovery for breakfast be re-implemented for subsequent AGMs. Motion: Adeline. Seconded: Joyce.

Discussion followed including pros and cons of this issue.

**Decision:** Executive to reconsider this issue and discuss this issue further.

## **1.6 President 's Report and Member Questions:**

Ruth Schofield gave her president's report as outlined in this year's portfolio and acknowledgement the dedicated and commitment of the 2007-2008 CHNIG executive.

**Motion: to accept of 2007 report as read:** Joyce

**Seconded** by: Lorraine

**Carried.**

## **1.7 Treasurer's Financial Report:**

Mary Lachapelle reviewed the financial report for Nov 1,2006-October 31,2007.

**Motion:** to accept the 2006-2007 Budget by Mary Lachapelle

**Seconded** by Kim.

Carried.

Motion: Yvette - That executive team re-initiate the practice of mailing out the newsletter by hand. Seconded: Carol. Carried.

Discussion re: pros and cons of mailing out newsletter. ISBN number for newsletter.

Discussed length (i.e. 8 pages to highlight work that is being done).

## **1.8 Presentation of Educational Bursary and Research Awards, Seed Grant**

Barbara Kennedy acknowledged Donna Clark McMullan as the winner of the Research Award for 2007. PHN in Kingston and has done work around FASD, prenatal and parenting classes in the area.

Cathy also acknowledged the Bursary Award for Research to Michelle, Paramed in the Belleville area. Has done work with her staff and new hires in Paramed. Has done work around the implementation of the Standards Toolkit.

## **1.9 Presentation of Clinical Excellence in Community Health Nursing Award**

Katie Dilworth presented this award to Lorraine Telford for recognition of her clinical excellence. Lorraine works as a Public Health Nurse at Toronto Public Health. She is also a liaison nurse with Children's Aid Society of Toronto. Nursing Council, Vicarious Trauma Training, Guest Lecturer at 2 universities in Toronto and was one of inaugural nurses to take certification exam.

## **1.10 Slate of Nominations – Ruth**

**Vote on Accepting the Slate of Nominations**

**Motion:** Yvette

**Seconded:** Lorraine

**Carried**

## **1.11 Introduction of President and 2007-2008 Executive and Recognition of Outgoing Executive Members:**

Ruth Schofield provided the following outgoing executive members with certificates of appreciation for their involvement with the executive: Bea McDonough and Carol Yandreski.

Kim Dalla Bona provided Ruth Schofield with a certificate of appreciation for her commitment to CHNIG and her work within the role of President. Kim acknowledged looking forward to continued support from Ruth in her role as Past President over the next year.

**Introduction of the President and 2008-2009 Executive:**

President:	Kim Dalla Bona
Past President:	Ruth Schofield
Treasurer:	Samantha Thompson
Secretary:	Rebecca Ganann
Team Leader, Professional Nursing Practice	Katie Dilworth, Cori Watson
Team Leader, Communication (W&N):	Joanne Crawford, Bea McDonough
Team Leader, Member Benefits:	Mary Lachapelle
Team Leader, Policy and Political Action:	Debbie Kane
Team Leader, Research and Education	Barbara Kennedy
OPHA representative:	Gloria Morris
Members-at-large: Standards Coalition	Cheryl Reid-Haughian
Student Representatives:	Dawn Burkitt

**2.0 Panel: Research in Community Health Nursing**

Ruth Schofield, Cheryl Reid-Haughian & Yvette Lafloret-Fleisser spoke about their current research projects related to community health nursing.

**3.0 Adjournment: Meeting adjourned at 11:30 am**

**Next AGM to be held April 11, 2010.**