



Annual General Meeting

April 17, 2010
8:00-11:00 am
Hilton Toronto Hotel

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 17, 2010
8:00 am - 11:00 am**

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 2009 AGM
- 2.4 President's Report and Member Questions
- 2.5 Treasurer's Report
- 2.6 Business Arising:
 - 2.6.1 National Conference
 - 2.6.2 Membership fees
- 2.7 Presentation of Awards
 - 2.7.1 Professional Development Awards: Jen Vickers Manzin, Dana Boyd
 - 2.7.2 CHNIG Research Award
 - 2.7.3 CHNIG Educational Bursary Awards
- 2.8 CHNC report
- 2.9 Presentation to departing Executive Team members:
Cori Watson, Beatrice McDonough, Gloria Morris, Rebecca Gannan
- 2.10 Nominations:
Member-at-Large: Ontario Public Health Association Representative
Secretary
Communications: Newsletter
Communications: Website
Professional Practice: Home Health
Student Representative
- 2.11 Introduction of President and 2008-2009 Executive
- 2.12 Member voices

10:30 3.0 Guest Speakers

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Barb Mildon PhD (c)

Louise Wilson: Supervisor, Healthy Lifestyle Team
Simcoe Muskoka District Health Unit

11:00 4.0 Adjournment: RAO Plenary to follow

President's Report

CHNC Vision and Definition describes a vision statement for community health nurses (CHNs).

Community health nurses: diversity, partnership and collaboration; promoting and advocating for health across the lifespan (Schofield et al, 2008).

The CHNIG executive and membership truly lives this vision. Evidence of this is very visible in our actions this year, in our new partnerships and in the diversity and collaboration of our membership.

The diversity of the CHNIG executive was significant to our functioning this year. Although common beliefs and values and traditions, each member's unique focus and expertise within the various domains and practice settings allowed us to truly be a voice, representing a broad range of our membership. I am truly indebted and honored to have had the opportunity to lead such a knowledgeable, dynamic and dedicated team.

Significant this year and impacting all of our lives was H1N1. I would again, on behalf of CHNIG, like to express our sincerest thanks to all the hard working nurses whose incredible response to H1N1 and the flu vaccine campaign has contributed to the ongoing health and well-being of Ontarians during the H1N1 outbreak.

The CHNIG executive began this year by revising our goals and objectives. The revised goals better align our activities, what we are hearing from our membership as well as RNAO positions. I will provide a brief description and overview of each. Detailed information can be found within the Annual General Meeting package, following my report.

Goal One: To influence health and social policy, taking into consideration the social determinants of health.

CHNIG is participating in the first ever Public Health Nursing Summit, April 27, 2010 at the Ontario Agency for Health Protection and Promotion. The objectives for the day include:

- Increase understanding of the evolving and expanding role of public health nursing for improving population health outcomes and decreasing health inequities by OAHPP, by hearing from public health nursing leaders from the front line and from the public health unit/ regional level.
- Explore the impact of government directions in public health nursing.
- Explore how public health nursing can support and inform OAHPP's objectives and how OAHPP can support public health nurses through practice, research and/or education and training.
- Identify cutting edge research by public health nursing in population health, reducing inequities and public health nursing.
- Facilitate networking.

Goal Two: To build capacity in Community Health Nurses.

CHNIG collaborated with members of the Community Health Nurses of Canada to host a dynamic interactive two part online workshop, *Evidence Informed Decision Making*, presented by Donna Ciliska, RN, PhD, Professor and Scientific Director, National Collaborating Centre for Methods and Tools.

CHNIG is co-hosting and planning the 4th National Community Health Nursing Conference.; June 16-18 2010 at the Sheraton Centre Toronto. This conference brings together nurses interested in Community Health Nursing from practice, research, administration, policy and education to provide a forum to explore issues of mutual concern as well as exchange knowledge, share evidence and ideas and generate solutions. It's never been so important to incorporate knowledge to action, by engaging nurses with others in knowledge exchange, enabling evidence informed practice, and inspiring excellence.

Goal Three: To strengthen the profile of CHNs and articulate the significance of their practice.

Evolving the face of CHNIG. The CHNIG executive has been working to create a new website, new branding, new marketing material and a new conference exhibit.

CHNIG members participated on a national *CHN Vision and Definition* committee which finalized and disseminated the CHN vision and definition.

Goal Four: To promote, engage and maximize membership in CHNIG.

CHNIG has developed a partnership with de Souza Institute and the National Collaborating Centre for Methods and tools. De Souza Institute is an innovative centre of learning dedicated to improving cancer care by supporting excellence in oncology nursing. Nurses play a vital role in caring for patients throughout the cancer journey – in prevention, screening, diagnosis, treatment, survivorship and palliation. The de Souza Institute is using innovative approaches to reach nurses wherever they practice.

CHNIG collaborated as an "Affiliate Organization of the National Collaborating Center for Methods and Tools (NCCMT). The purpose of CHNIG joining the network of affiliates of NCCMT is to provide a forum for CHNIG to collaborate with the NCCMT on promoting the use of evidence informed public health (EIPH) and knowledge translation (KT) in Community Health Nursing.

Goal Five: To promote, engage, and maximize student involvement in community health nursing and CHNIG.

CHNIG and Region 6 teamed up to provide a Lunch 'n' Learn event at York University on Friday, October 30th, 2009. The focus of the event was Community Health Nursing and featured three speakers engaging students who illustrated great interest in this growing area of need. Free pizza and drinks were available and the event was a huge success where 50 new students signed up for membership with RNAO and CHNIG!! Anyone who attended left with a greater understanding of the opportunities within Community Nursing and those who joined CHNIG walked away with a free t-shirt bearing the CHNIG logo and a CHNIG membership pin!

Again, I would very much like to thank the CHNIG executive. I am privileged to have had the honour to work with such a dedicated group of community health nursing leaders all with such a passion for community health nursing.

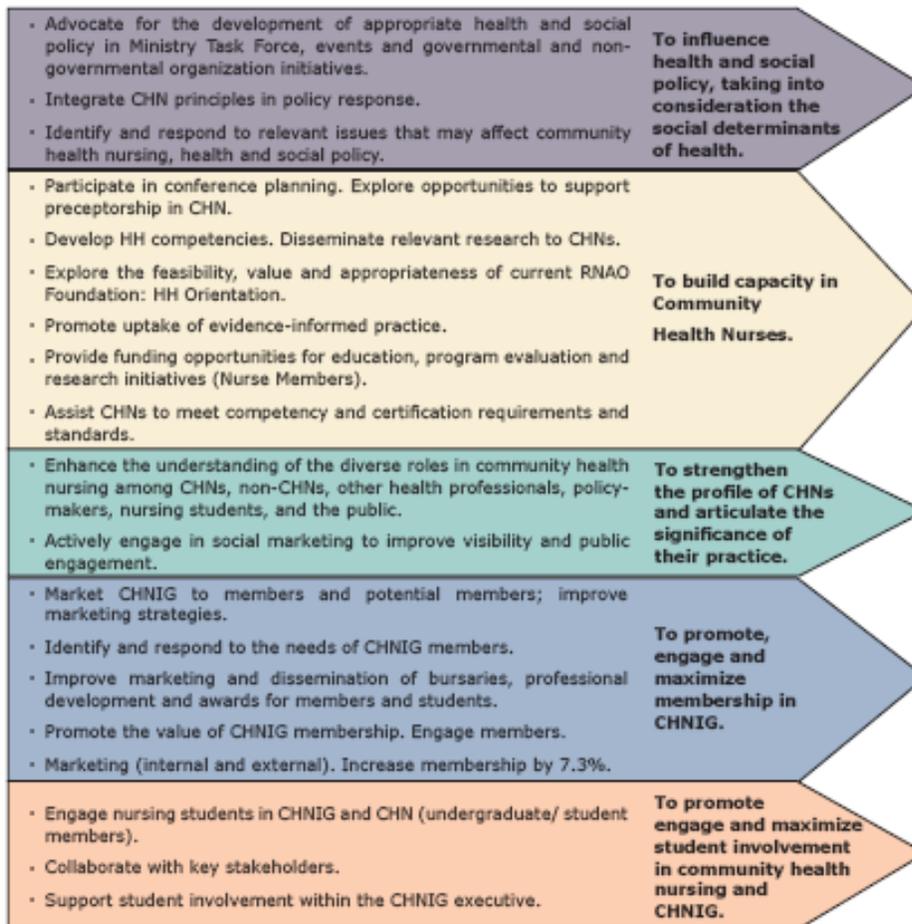
President Elect:	Katie Dilworth
Treasurer:	Annette Sonneveld
Secretary:	Rebecca Ganann
Communication:	Beatrice McDonough
Research and Education:	Barbara Kennedy
OPHA Liaison:	Gloria Morris
Professional Practice Issues: Home Health	Cori Watson

Professional Practice Issues: Public Health
Membership Benefits:
Policy and Political Action:
Student representatives:

Jennifer Tonn
Samantha Thomson
Leanne Siracusa
Pam Boyer, Kirsten Bildfell

***Respectfully submitted,
Kim Dalla Bona***

CHNIG Goals and Objectives 2009 - 2011



Detailed activities of the Organization

Goal One: To influence health and social policy, taking into consideration the social determinants of health

Objectives

- Advocate for the development of appropriate health and social policy in Ministry Task Force, events and governmental and non-governmental organization initiatives
- Integrate CHN principles in policy response.
- Identify and respond to relevant issues that may affect community health nursing, health and social policy.

Actions

Members of the CHNIG executive participated in:

- A school health initiative; focusing on planning a resolution designed to support nurses in schools.
- A national *CHN Vision and Definition* committee which finalized and disseminated the CHN vision and definition.
- National teleconferences with CNA about H1N1 and nursing issues.
- Several meetings of community anti-poverty groups located in Hamilton; networking, developing partnerships and supporting the advocacy work of these groups and local community agencies who are a part of the provincial campaigns such as “Do the Math” and “Put Food in the Budget”.
- With members of the RNAO home office, Hamilton RNAO chapter and the Hamilton Council on Aging, assisted in the organization of a successful anti-poverty event “Dignity for All”.
- A key community event in Hamilton held on December 4, 2009, acknowledging the first year anniversary of the announcement of the 25 in 5 poverty reduction policy of the Ontario government. Along with approximately 60 community and agency members from cities all over Ontario, brainstormed and planned further strategies to strengthen political action and advocacy work to achieve an increase in social assistance payments.
- A meeting with the Minister of Municipal Affairs and Housing; consultation, speech from the Minister followed by table breakout sessions.
- Provided feedback on Ontario Health Plan for an Influenza Pandemic as part of RNAO response to the Ministry of Health
- A teleconference with nursing leaders from across Ontario and RNAO policy staff to inform, discuss and determine action, specific to changes to the *Youth Action Alliance* and *Smoke Free Ontario* initiatives and enforcement. CHNIG participated in the writing and submission of a letter to Premier Dalton McGuinty, identifying concerns and consequences.
- CHNIG is participating, with the Community Health Nurses of Canada (CHNC), in the process of developing a synthesis report from a defined set of documents. Through content analysis, relevant issues will be highlighted and areas of convergence in the findings and recommendations will be described. In particular the recommendations will be viewed for leadership; role clarity; need to build capacity (access to capacity) and interprofessional practice. The report will identify key issues and recommendations as related to: community health nursing in general; key issues and recommendations specific to public health nursing; and key issues and recommendations specific to home health nursing. The synthesis paper will lay the groundwork for a blueprint for national action by CHNC.
- Two members of the CHNIG executive participate within the National CHNC Political Action and Advocacy committee. The committee is working on several projects including one with CNA on their Social Justice Gauge and it's applicability to Community Health Nursing.
- As a result of CASN research regarding the undervaluing of community health nursing education in undergraduate programs, and CNA's Vision 20/20 and Preferred Future,

indicating the increase need for community nurses in the future, CHNIG's Research and Education team wrote and presented a resolution concerning this matter at the RNAO AGM. The resolution defended the need for undergraduate educational programs to raise the profile and value of community nursing to meet the increasing demands of future practice. The resolution calls on RNAO to collaborate with all relevant sectors of education and the health care system to ensure the integration and curricular enhancement of community health nursing theory and practice in undergraduate nursing programs in Ontario. The resolution was accepted.

- Members of the CHNIG executive also participated in chairing for Resolution #2 workgroup re Safe sleep practices for infants which advocated for support for BPG re infant safe sleep, and shared safe sleep resources with other provinces. CHNIG recently collaborated with RNAO to establish a focus group for new BPG on safe sleep practice.
- Members of the CHNIG executive also participated in consultation on the DRAFT CA-MRSA fact sheet and algorithm created by the Provincial Infectious Diseases Advisory Committee (PIDAC) Subcommittee on Communicable Diseases.
- Members of the CHNIG executive also participated in Public Health Law day with the Ministry of Health and Long Term Care.
- Members of the CHNIG executive also participated in Queens Park Day where the CHNIG political action executive member spoke eloquently to Andrea Horvath about the importance of Health Promotion.
- Members of the CHNIG executive collaborated with Public Health Nurses, from across the province, to develop a background paper designed to accompany a School health resolution, prepared for the December RNAO board meeting and aimed at strengthening school health nursing in Ontario.
- CHNIG consulted on several relevant initiatives, such as: the WHO Infant Growth Standards, the second PHAC consultation on HIV prevention and Ministry of Education Health & Physical Education curriculum review of senior courses.
- CHNIG sent out a mass e-mail to CHNIG membership on behalf of the Public Health Agency of Canada requesting participation in an on-line consultation on HIV Testing and Counseling. The Public Health Agency of Canada (PHAC), in collaboration with the provinces and territories, is updating the Counseling Guidelines for HIV Testing, and developing a policy framework to support HIV testing and counseling in Canada.
- Posted on the CHNIG website: CNA has drafted a revised position statement on Determinants of Health and is now conducting a consultation with stakeholders. Invitation to participate in an on-line survey to review and provide input on the revised position statement.
- Posted on the CHNIG website. The Quality Worklife Quality Healthcare Collaborative date, location and flyer for their next annual conference. The Theme is *Healthy Workplaces in Action: Working Together to Deliver Quality Care*.
- Members of the CHNIG executive participated in National CHNC Political Action and Advocacy sub-committee.
- Members of the CHNIG executive provided feedback on Ontario Health Plan for an Influenza Pandemic as part of RNAO response to Ministry of Health.
- Members of the CHNIG executive participated in a teleconference with nursing leaders from across Ontario and RNAO policy staff to inform, discuss and determine action, specific to changes to the *Youth Action Alliance* and *Smoke Free Ontario* initiatives and enforcement. CHNIG participated in the writing and submission of a letter to Premier Dalton McGuinty, identifying concerns and consequences.
- The president of CHNIG is the Ontario representative within CHNC
- Participated as a RNAO/CHNIG member in anti-poverty event "Do the Math" in Hamilton. This grassroots group is composed of citizens and community agency staff and is collaborating with Toronto STOP neighbourhood centre in the provincial campaign "Do the Math". Groups are distributing individual surveys to politicians and community members to

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determine the monthly cost of living for a single adult and comparing this amount to the allowance from Ontario Works. Surveys across the province are being compiled into a report to be presented to politicians and the public.

- Members of the CHNIG executive participated in RNAO workshop “Nursing Out Loud” to enhance skills in the articulation of nursing roles and impact on the health of communities.
- Members of the CHNIG executive participated in Participated in e-survey in response to discussion paper from MOHLTC related to public health capacity in Ontario: ‘Building PH: Stakeholder consultation strategy’.
- CHNIG collaborated with RNAO and CHNIG past presidents to create a history document about CHNIG. This will be used at the OPHA conference and posted on the CHNIG website.
- Represented CHNIG at the annual *Ontario Association of Community Care Access Centres (OACCAC) Conference: OACCAC: Knowledge and Inspiration 2009*. June 3-5, 2009, Toronto, Ontario.
- Members of the CHNIG executive also participated in meetings to plan the first ever Public Health Nursing summit with the Ontario Agency for Health Protection and Promotion.

Goal Two: To build capacity in Community Health Nurses.

Objectives

- Participate in conference planning.
- Explore opportunities to support preceptorship in CHN.
- Develop HH competencies.
- Disseminate relevant research to CHNs.
- Explore the feasibility, value and appropriateness of current RNAO Foundation: HH Orientation.
- Promote uptake of evidence-informed practice.
- Provide funding opportunities for education, program evaluation and research initiatives (Nurse Members).
- Assist CHNs to meet competency and certification requirements and standards.

Actions

- Children’s Health and the Environment information posted on the CHNIG website. A workshop for health professionals on children's health and the environment, taking place in Toronto (May 29) and Windsor (June 19).
- Shelly Walkerley was successful with obtaining the CHNIG research award. Shelly plans to investigate the factors that influence the provision of smoking cessation interventions will certainly assist to improve practice around this important and relevant issue.
- 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 RNAO email and CHNIG website. Offered for 4 students and 4 RNs recipients up to \$500. Successful applicants will be named at AGM.
- CHNIG posted, on the CHNIG website, details specific to a new on line course on Infectious Disease Outbreaks, developed by the Public Health Agency of Canada, in collaboration with the Canadian Public Health Association and Memorial University. This continuing medical education course received approval by the Public Health Network Council that includes representatives from the Ministries of Health of all the provinces and territories and links clinicians directly to provincial and territorial resources.
- CHNIG Sent out a mass e-mail to CHNIG membership, distributing a survey, on behalf of Community Health Nurses of Canada. Health Nexus is working with Public Health Agency (PHAC)’s Best Practices Portal to identify organizations that work closely with front-line practitioners in public and community health -- specifically in the areas of health promotion and

chronic disease prevention. Attempts are being made to map some of these 'connector' organizations who can 'push out' information about evidence-informed practice. These organizations, being termed "public health intermediaries", are viewed as important agents in building a primary audience for the Portal as a hub for evidence-informed policy and practice.

- Posted on the CHNIG website: opportunities for participation in CHET-Works Fireside Chats, free pan-Canadian discussions on pressing community health issues for professionals from community health and issue-related sectors.
- CHNIG has developed a partnership with de Souza Institute. De Souza Institute is an innovative centre of learning dedicated to improving cancer care by supporting excellence in oncology nursing. Nurses play a vital role in caring for patients throughout the cancer journey – in prevention, screening, diagnosis, treatment, survivorship and palliation. The de Souza Institute is using innovative approaches to reach nurses wherever they practice.
- CHNIG posted a call, on the CHNIG website: *Provincial Needs Assessment – Ontario Oncology Nurses' Professional & Career Development*. The needs assessment is being undertaken by a partnership comprising McMaster University, Cancer Care Ontario and The de Souza Institute. The needs assessment will inform a provincial initiative on coaching, preceptorship and mentorship of generalist and specialist oncology nurses. At present, there is a program for e-mentorship for APNs. With the findings from this needs assessment, we hope to expand and shape the program to include professional and career development supports to generalist and specialist nurses.
- Members of the CHNIG executive participated in OPHA conference as volunteer, moderating sessions.
- CHNIG collaborated with NCCMT to provide a professional development event for CHNIG members. *Evidence Informed Decision Making Online Workshop*. Participants were invited to join CHN colleagues from across Canada for a dynamic interactive online workshop as a part of their 2010 CHNIG/CHNC membership.
- Members of the CHNIG executive participated in Presented the PHN competencies at the OPHA conference
- Members of the CHNIG executive facilitated recruitment of PHNs for members masters thesis study
- Members of the CHNIG executive participated in co-chairing and planning the 4th National Community Health Nurses conference. With co-hosting and planning the 4th National Community Health Nursing Conference.; June 16-18 2010 at the Sheraton Centre Toronto, many CHNIG members are participating on the program, marketing or hospitality committees.
- Members of the CHNIG executive held orientation session for new executive members.
- All executive members of the CHNIG also participated in Revising CHNIG goals and objectives
- CHNIG distributed information on professional development related to the H1N1 Vaccine and a CNA webinar
- CHNIG invited guests to our face to face meetings including Wendy Fucile, Joanne Crawford and Leslie Hirst
- Sent email to members to inform them about an opportunity to participate in the Ontario Agency for Health Protection and Protection.
- CHNIG is participating in planning and participating in the first ever Public Health Nursing Summit.

Goal Three: To strengthen the profile of CHNs and articulate the significance of their practice.

Objectives:

- Enhance the understanding of the diverse roles in community health nursing among CHNs, non-CHNs, other health professionals, policy-makers, nursing students, and the public.
- Actively engage in social marketing to improve visibility and public engagement.

Actions

- Members of the CHNIG executive participated in a national *CHN Vision and Definition* committee which finalized and disseminated the CHN vision and definition. Members of this group were notified recently the report of this research will be published in the Western Journal of Nursing Research.
- Participated in the CHNC conference in Calgary, attending workshops and introducing speakers. Moderating. Vision and definition session.
- 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 2009. An outside consulting company was contracted to conduct the survey. This study is currently pending publication in the Western Journal of Nursing Research.
- Members of the CHNIG executive collaborated with Public Health Nurses, from across the province, to develop a background paper designed to accompany a School health resolution, prepared for the December RAO board meeting and aimed at strengthening school health nursing in Ontario.
- The RAO Nursing Education and Research Committees have launched an online survey of Nursing Research Across Ontario. CHNIG circulated and participated in the dissemination of this survey.
- Circulated to executive and posted on CHNIG website: Health Human Resource Series Number 14 National Community Health Nursing Study: Comparison of Enablers and Barriers for Nurses Working in the Community.
- CHNIG sent mass e-mail to membership about many timely topics: Solicitation of Interest to any consultant who may be interested in conducting an evaluation of the long term impacts of Community Health Nursing (CHN) certification.
- Members of the CHNIG executive responded to request from RAO for RN's to interview re article on rural nursing for RN Journal
- CHNIG facilitated interviews for article in Registered nurse journal on H1N1
- Responded to an urgent request re changing qualifications for PHNs and was successful in stopping a possibly detrimental change to the Health Protection and Promotion Act.
- Finalized the PHN practice page for the RAO website
- CHNIG marketed the research award for 2010 to schools of nursing, research and education team and on the CHNIG web site.
- CHNIG posted many timely topics on the website including information about professional development events, research, and surveys and information about practice.
- CHNIG is currently leading a revision of the Home Health practice page
- CHNIG executive members chaired working group to review RAO HH orientation

Goal Four: To promote, engage and maximize membership in CHNIG.

Objectives:

- Market CHNIG to members and potential members; improve marketing strategies
- Identify and respond to the needs of CHNIG members.
- Improve marketing and dissemination of bursaries, professional development and awards for members and students.

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- Promote the value of CHNIG membership.
- Engage members.
- Marketing (internal and external).
- Increase membership by 7.3%.

Actions

- Members of the CHNIG executive have been participating in finalizing the PHN practice pages for the RNAO website.
- Members of the CHNIG executive re-negotiated teleconferencing costs; obtaining an improved rate.
- Members of the CHNIG executive participated in updating website to include biographies and pictures of the CHNIG executive.
- Members of the CHNIG executive have been participating in developing new branding/logo. We expect this re-branding to be completed in time for release at our National Conference in June, 2010.
- Members of the CHNIG executive have been participating in redesigning our website, release is scheduled for Spring, 2010. Members of the CHNIG executive have been participating in: collaborating with RNAO and CHNIG past presidents to create a history document about CHNIG. This was used at the OPHA conference and posted on the CHNIG website.
- CHNIG sent several "Updates from CHNIG" to all CHNIG members, via e-mail, bringing attention to topics of interest, such as: Feedback Requested for CNA Position Statement: Determinants of Health; Solicitation of Interest to conduct an evaluation of the long term impacts of Community Health Nursing (CHN) certification and new H1N1 Information
- CHNIG has developed a partnership with de Souza Institute and the National Collaborating Centre for Methods and tools. De Souza Institute is an innovative centre of learning dedicated to improving cancer care by supporting excellence in oncology nursing. Nurses play a vital role in caring for patients throughout the cancer journey – in prevention, screening, diagnosis, treatment, survivorship and palliation. The de Souza Institute is using innovative approaches to reach nurses wherever they practice.
- CHNIG collaborated as an "Affiliate Organization of the National Collaborating Center for Methods and Tools (NCCMT).
- The purpose of CHNIG joining the network of affiliates of NCCMT is to provide a forum for CHNIG to collaborate with the NCCMT on promoting the use of evidence informed public health (EIPH) and knowledge translation (KT) in Community Health Nursing.
- Members of the CHNIG executive have been participating in co-chairing and several committees to plan the 4th National Community Health Nurses of Canada conference is June 16-18 2010 at the Sheraton Centre Toronto.
- CHNIG launched a CHNIG group Facebook page.
- CHNIG posted multiple items on the CHNIG website, bringing attention to topics of interest, such as: National Community Health Nursing Study: Comparison of Enablers and Barriers for Nurses Working in the Community; Invitation to contribute to the CASN Canadian consultation to identify the desired level of community health nursing competencies of undergraduate nursing graduates; Opportunities for participation in CHET-Works Fireside Chats, free pan-Canadian discussions on pressing community health issues for professionals from community health and issue-related sectors; RNAO International Affairs and Best Practice Guidelines Programs Team invitation to attend an exciting webinar/teleconference meeting to identify ways to enhance or strengthen Best Practice Guideline development and dissemination for applicability to pediatric populations & pediatric nurses; A resource called 'A practical guide to the H1N1 vaccine'; Invitation for Ontario Public Health Nurses to participate in research study: Empowering PHNs to Address the Causes of Poverty and information about the OFPN Biennial Conference.

- CHNIG collaborated with NCCMT to provide a professional development event for CHNIG members. *Evidence Informed Decision Making Online Workshop*. Participants were invited to join CHN colleagues from across Canada for a dynamic interactive online workshop as a part of their 2010 CHNIG/CHNC membership.
- Members of the CHNIG executive have participated in several initiatives to retain current members and recruit new members.
- CHNIG Created *7 Reasons to Join CHNIG*. Sent to lapsed members and posted on our website.

7 Top Reasons to Join CHNIG

The Community Health Nurses Initiatives Group acts as the voice of Community Health Nurses in 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. Seven top reasons to join include:



1) Networking: CHNIG activities at the community-level provide a forum for dialogue and exchange with your colleagues. Meet other nurses in your area of practice at our meetings, join one of our executive workgroups (e.g., professional practice, communications), or meet CHNs at our professional development events. Networking with colleagues will allow you to develop relationships for mutual gain, share best practices, find knowledge and provide you with opportunities to grow in your existing or desired role.

2) Professional development opportunities: CHNIG participates in several initiatives to support your professional development. This ranges from posting information on our website or sending membership e-mails about professional development and research opportunities related to community health nursing, to co-hosting the national Community Health Nurses of Canada (CHNC) conference.

3) Financial support for professional development, education bursaries and scholarships: CHNIG has education and research bursaries and scholarships for nurses in community health to further their education. Additionally, CHNIG has offered professional development funding to both members and students for the CHNC conference and attendance at the RNAO AGM.

4) Support development of Community Health Nursing (CHN) in Ontario and beyond: CHNIG has participated in many initiatives to support development of CHN from education development and promotion of the role of CHNs, to development of competencies, orientation programs and role descriptions in our practice pages. CHNIG works to enhance the understanding of the diverse roles in community health nursing among CHNs, non-CHNs, other health professionals, policymakers, nursing students, and the public.

5) Receive CHNIG communications: CHNIG produces a newsletter twice a year, communicates with members on a regular basis by email and posts information on our website to alert CHNs of issues impacting their practice. This includes sharing best practices and evidence as well as announcing opportunities for participation in professional development opportunities, research and committees relevant to CHN.

6) Support appropriate health and social policy: CHNIG advocates for the development of appropriate health and social policy in Ministry Task Force initiatives and governmental and non-governmental organization initiatives.

7) Support the practice of CHNs in Ontario and beyond: CHNIG has identified and responded to relevant issues that affect community health nurses. For example CHNIG participated in development of the Orientation to Public Health Nursing Manual and the Community Health Nursing Vision 2020 (Wall of Shape Study). See <http://www.andisozha.com/>

Contact RNAO from # office at 416-599-1925 or 1-800-285-7199 or go to the RNAO from # site <https://www.rnao.org/Apply> to renew. Your membership makes a difference!!!

- CHNIG sent several “Updates from CHNIG” to all CHNIG members, via e-mail, bringing attention to topics of interest, such as: CHNIG AGM, call for nominations, awards and research opportunities.
- Two CHNIG newsletters were collated and disseminated including articles of interest to CHNs.
- CHNIG posted multiple items on the CHNIG website, bringing attention to topics of interest, such as:
 - de Souza Institute is looking for participants for an exciting needs assessment study
 - The Community Health Nurses of Canada (CHNC) wanted CHN feedback to help define the competencies of home health nurses in Canada. They called for frontline home health/home care nurses, managers, program planners, clinical nurse specialists, clinical educators, researchers or nurse educators in a diploma, undergraduate or graduate level programs to participate in the process.
 - The new Home Care Nurse Education website, a web-based learning resource specifically for recently-graduated nurses and those nurses new to practice in the home and community care sector. The website, produced with the support of the MOHLTC, New Nurse Guarantee, offers leadership development modules in the areas of communications skills, advanced facilitation skills and systems thinking. It features

- individual self-administered pre and post skill testing and engages the learner with video demonstrations of the skills in practice.
- A live webcast from Health-evidence.ca
- NCCPH award being offered to graduate students involved in knowledge translation in public health.
- CHNIG is again offering a research award for community nurses who are involved in research. The award is given to an individual who is involved in community health nursing research as part of practice or as part of graduate / PhD education.
- CHNIG is also offering an Award(s) for Clinical Excellence in Community Health Nursing recognizing community health nurses who practice sat an exemplary level in her/his practice.
- CHNIG is offering an RN and student member Professional Development Bursary for members to have an opportunity to receive \$500.00 to support attendance at the 4th National Community Health Nursing conference in June. Information about the conference is available at www.chnc.ca. This bursary can assist with costs related to travel, accommodation and meals. Preference will be given to CHNIG members who live greater than 100 km from the conference site.
- Reviewed abstracts for Knowledge, the Power of Nursing Conference.
- Facilitated discussion amongst Health units about BPSO candidate possibilities.
- Facilitated discussions between CHNIG members and educators in the province to fulfill the mandate of the 2009 resolution to ensure the integration and curricular enhancement of community health nursing theory and practice in all undergraduate nursing programs in Ontario.
- Participated in teleconference with the Nursing consultant at Ministry of Health and Long Term Care and nursing leaders from across the conference related to Professional Practice issues with Public Health nurses and the need for a meeting to discuss common issues, share resources and explore solutions to complex issues.
- Disseminated information to members about CNA's survey for nurses about H1N1. CNA was input from nurses on Canada's response to the H1N1 pandemic.
- Continued collaboration on the Hone health practice page
- Participated in a joint planning meeting with OPHA, ALPHA and OAHPP to plan their 2011 conference: 2011 Ontario Public Healthconference
- Facilitated discussion and sharing of materials related to Community Health Nurses exposed to second hand smoke in client homes.
- The CHNIG executive has been working to create a new website, new branding, new marketing material and a new conference exhibit. Look for the release of these efforts at our Annual General Meeting.
- An reminder email was sent to lapsed members of CHNIG letting them know their membership was missed. As well a letter was mailed to members we do not have an email address for.
- A note was placed in the president's message in our newsletter to say that without an email address members may be missing important information from CHNIG. Email updates include current information for members.
- After realizing a large Community Health Nursing organization was removing the subject line from member emails, CHNIG began investigation by contacting both RNAO and the organization in question.
- Presented on CHNIG at IG meeting at February assembly meeting.
- Participated in teleconferences to redesign website.
- Recognizing the lack of promotion of the new PHN competencies in the fall due to H1N1, CHNIG created and had published an article in the OPHA e-bulletin about the new PHN competencies.
- Sent out a mass e-mail to CHNIG membership on behalf of the Public Health Agency of Canada requesting participation in an on-line consultation on HIV Testing and Counselling. The Public Health Agency of Canada (PHAC), in collaboration with the provinces and

territories, is updating the Counselling Guidelines for HIV Testing, and developing a policy framework to support HIV testing and counselling in Canada. This e-mail request was repeated with a second in a series of consultations on HIV.

- CHNIG sent out a mass e-mail to CHNIG membership, distributing a survey, on behalf of Community Health Nurses of Canada. Health Nexus is working with Public Health Agency (PHAC)'s Best Practices Portal to identify organizations that work closely with front-line practitioners in public and community health -- specifically in the areas of health promotion and chronic disease prevention. Attempts are being made to map some of these 'connector' organizations who can 'push out' information about evidence-informed practice. These organizations, being termed "public health intermediaries", are viewed as important agents in building a primary audience for the Portal as a hub for evidence-informed policy and practice.
- CHNIG participated in the planning of a *Community Health Nursing (CHN) national conference*, held June 2009, in Alberta. CHNIG participated in program and marketing as well as abstract review. Members of CHNIG presented abstracts and facilitated network cafes on topics relevant to CHN. CHNIG was a formal exhibitor at this conference. CHNIG was able to partially sponsor nine CHNIG (non-executive) members to attend this national conference.
- A proposal was submitted to Community Health Nurses of Canada (CHNC) requesting funding for (CHN National Conference) pre-conference workshop dissemination: *Evidence-Informed Decision-Making in Community Health Nursing*.
- Face-to-face CHNIG executive meetings were held in June, October and February 2009.
- Professional Practice Committee meetings and an orientation was held via teleconference, in June 2009.
- CHNIG has contacted and partnered with Karen Ellis-Scharfenberg, Associate Director of the RNAO Centre for Professional Nursing Excellence, in relation to updating/revising the *Home Health Care Orientation Program*. Work is scheduled to begin on this in the fall of 2009.
- CHNIG participated in a planning and strategy meeting offered by CHNC, designed to discuss and facilitate the creation of Home Health Competencies.
- CHNIG executive members facilitated a Networking Café session at the 3rd National Community Health Nurses Conference. "*Vision 2020 – Building Clarity: Development of a common definition and vision for Community Health Nursing in Canada*"
- Members of the CHNIG executive have participated in several initiatives to retain current members and recruit new members, created *7 Reasons to Join CHNIG*. Sent to lapsed members and posted on our website.

Goal Five: To promote, engage, and maximize student involvement in community health nursing and CHNIG.

Objectives:

- Engage nursing students in CHNIG and community health nursing (undergraduate/student members).
- Collaborate with key stakeholders.
- Support student involvement within the CHNIG executive.

Actions

- Members of the CHNIG executive have: Invited the president of NSO, Nathan Kelly, to our last executive meeting to discuss potential collaborations and strategies for attracting students and new graduates.
- CHNIG provided \$500 to sponsor 50 students for RNAO membership
- Resolution researched and developed by CHNIG members, advocating for RNAO to support more emphasis on CHN in undergraduate education.
- CHNIG provided \$500 to sponsor 50 students for RNAO Student membership.
- CHNIG and Region 6 teamed up to provide a Lunch 'n' Learn event at York University on Friday, October 30th, 2009. The focus of the event was Community Health Nursing and featured three

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speakers engaging students who illustrated great interest in this growing area of need. Free pizza and drinks were available and the event was a huge success where 50 new students signed up for membership with RNAO and CHNIG!! Anyone who attended left with a greater understanding of the opportunities within Community Nursing and those who joined CHNIG walked away with a free t-shirt bearing the CHNIG logo and a CHNIG membership pin!

- CHNIG student representatives have outlined improvements to “Students” page of CHNIG website to provide resources and information to students in an interactive format.
- Students participated in National conference committee and communications committee
- Student executive members held a lunch and learn about the New Graduate Guarantee program where CHNIG T-shirts were used for promotion of CHNIG.
- Posted information and sent out information related to CHNIG research award for community nurses who are involved in research. The award is given to an individual who is involved in community health nursing research as part of practice or as part of graduate / PhD education.
- Posted information for RN or student member Professional Development Bursary for \$500.00 to support attendance at the 4th National Community Health Nursing conference in June. This bursary can assist with costs related to travel, accommodation and meals. Preference will be given to CHNIG members who live greater than 100 km from the conference site.

**Treasurer's Report
April 2010**

By Annette Sonneveld (CHNIG Treasurer)

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

Fiscal Year (November 1, 2008 to October 31, 2009)

Total deposits	\$44,779.28
Total expenses	\$42,522.67

Year End Bank Balance (as of October 31, 2009)	\$15,758.24
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(includes carry over from previous years)

ING Business Investment Saving Account balance (as of March 31, 2010)	\$18,690.32
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Major expenditures for last year include development of our website and eight bursaries that were awarded to members to support attendance at the 3rd National Community Health Nurses (CHN) conference in Calgary.

Because of extensive work done last year on the website, we have reduced our website budget line for this year. We have also negotiated a better rate for our teleconferencing which is used for executive meetings and our committee/team meetings. Overall, we have decreased our proposed budget for this year by decreasing our website and AGM budget lines. We consistently spend just under our proposed budget and monitor our budget closely through out the year.

We have two major funding initiatives for this year. First, we are very excited to be co-hosting the 4th National CHN conference along with the Community Health Nurses of Canada (CHNC) this June 16 – 18, here in Toronto. Secondly, we have developed and will be launching our new CHNIG logo, display and marketing materials soon.

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

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

MINUTES

1.0 AGM Business

2.13 Welcome/Recognition of Honoured Guests

Annual meeting began at 8:50 am with the introduction/recognition of honoured guests by Kim Dalla Bona, President. Past Presidents of CHNIG in attendance were recognized including: Marlene Slepko, and Ruth Schofield. Past executive members and current executive members were also acknowledged. RAO Past President Joan Lesmond was also acknowledged. Jean Thompson, consultant to the Ministry of Health, was also introduced.

Ruth and Kim acknowledged award winners from the Presidents' Banquet last night: Louise Wilson and Jane Underwood.

2.14 Approval of Agenda

Motion to accept the agenda by Debbie Kane
Seconded by Gloria Morris that the agenda be approved.
Carried.

2.15 Approval of Minutes of 2008 AGM

Motion: to accept 2008 minutes as circulated by Helen Tindale
Seconded by Nicole Watson that the minutes of the AGM 2008 be approved as circulated.
Carried.

2.16 President's Report and Member Questions

Kim Dalla Bona gave her president's report as outlined in this year's portfolio and acknowledgement the dedication and commitment of the 2008-2009 CHNIG executive.

Motion: to accept 2008 report as read: Gloria Morris
Seconded by: Lois Lacroix
Carried.

2.17 Treasurer's Report

Mary Lachapelle reviewed the financial report for Nov 1,2006-October 31,2007.
Motion: to accept the 2007-2008 Budget by Helen Tindale
Seconded by Nicole Walton
Carried.

2.18 CHNAC Update

Ruth Schofield provided an update on her activities on the CHNAC Board as the Ontario representative. Ruth reminded all members that all CHNIG members are CHNAC members. Ruth's role with CHNAC will continue until their AGM in June at which time Kim will assume the role as Ontario Representative. Ruth discussed that the CHNAC conference and AGM will both take place in Calgary June 17-19, 2009. Ruth talked about the increasing presence and profile of community health nursing in Canada. Ruth identified that the conference will return to Ontario in 2010.

Ruth discussed the progress of the discipline specific competencies. The CCHN Standards Toolkit will be revised over the next year and the Standards themselves will be revised over the next few years. Conducted a national study of learning needs related to CHN Standards. Ruth discussed the Vision 2020 project and informed members of the work over the past year to develop the definition and vision of community health nursing in Canada. Have received funding from PHAC to update the "green book" which was a document that talks about the role of the public health nurse. Any member interested in being involved in revisions to the green book, please contact Kim Dalla Bona. PHAC has also agreed to provide support to the development of home health competencies.

2.19 Business Arising:

2.19.1 National Conference

Kim discussed that the CHNAC national conference will take place in June. Registration is close to being sold out.

Member asked re: support to attend as she was unaware of the funding available to support conference attendance and wonders if there is still funding available. Kim discussed that the funding for this year had been previously advertised.

2.19.2 CHNIG Member Bursary for Attendance at RNAO and CHNIG Annual General Meetings, CHNIG Student Bursary for Attendance at RNAO and CHNIG Annual General Meetings, Professional Development Award: Member, Professional Development Award: Student

Motion: That CHNIG provide funding for a professional development fund to support student and member attendance at the Annual CHNAC conference and at the RNAO & CHNIG AGM. The award will not exceed \$500 per applicant and allocation of the award determined by the executive. Application details will be posted on the website. Cori Watson provided a motion. Mary Lachappelle seconded.

Motion carried.

2.20 Presentation of Awards

2.20.1 CHNIG Student Bursary for Attendance at RNAO and CHNIG Annual General Meetings

Martina Cullerier congratulated our student recipients: Kirsten Bildfell, Tara Mitchell. (No applicants for RN Bursary).

2.20.2 Professional Development Award: Member

Martina Cullerier acknowledged member recipients: Camille Burnett, Leila Macumber, Lee Zinkan-McKee, Karen Thompson, Maureen Cava, Sue Fernane

2.20.3 Professional Development Award: Student

Martina Cullerier acknowledged member recipients: Rosie Ilnisky, Sarah White

2.20.4 CHNIG Research Award

Martina Cullerier acknowledged Oona St. Aman as the winner of the Research Award for 2008.

2.20.5 CHNIG Educational Bursary Awards

Martina Cullerier acknowledged Lisa Connolly and Rebecca Ganann as the winners of the CHNIG Educational Bursary Awards for 2008.

2.20.6 Clinical Excellence in Community Health Nursing Award

Martina Cullerier presented this award to Kay McGarvey for recognition of her clinical excellence. The Clinical Excellence Award recognizes a community health nurse who practices at an exemplary level in community health nursing. Kay currently fills the role of Clinical Resource Nurse for St. Elizabeth Healthcare in Toronto and is active on professional practice working group for CHNIG. With 12 years experience as a St. Elizabeth Community Health Nurse, Kay has had many opportunities to display her leadership role that made her the successful candidate for this year's CHNIG Clinical Excellence Award.

2.21 Presentation to departing Executive Team members:

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

2.22 Nominations:

- President Elect
- Treasurer
- Communications (Newsletter)
- Political Action

- Professional Practice – Public Health
- Research & Education
- Membership Benefits
- Student Rep

2.23 Introduction of President and 2008-2009 Executive

President: Kim Dalla Bona
President Elect: Katie Dilworth
Treasurer: Annette Sonneveld (acclaimed)
Secretary: Rebecca Ganann
Professional Practice – Public Health: Jennifer Tonn (acclaimed)
Professional Practice – Home Health: Cori Watson
Communications – Website: Bea McDonough
Communications – Newsletter: Carol Buchner (acclaimed)
Research & Education: Barbara Kennedy (acclaimed)
Members Benefit: Samantha Thomson (acclaimed)
Political Action: Leanne Siracusa (acclaimed)
Student Representatives: Kirsten Bildfell, Tara Mitchell, Pam Boyer (acclaimed)

2.24 Member Voices

Member discussed concerns related to RNAO resolutions, specifically related to school health resolution that was deferred to RNAO Board. CHNIG will work together with the RNAO Board to ensure concerns are raised and that any work moving this resolution forward be reflective of the Comprehensive School Health Guidelines.

10:00 3.0 Guest Speakers (PedNIG joined and welcomed for speaker presentations)

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

Adjournment: Moved Barbara Kennedy. Seconded Nicole Walton.
Meeting adjourned.