

**NY Chapter Board Meeting Minutes  
January 7, 2015**

**Present:**

Meeting Chair: Kara Naylor (KN)  
Judy Ballerstein (JB)  
Wesley Willis (WW)  
Nancy Rogers (NR)  
Thomas Cierzo (TC)  
Heather Muxworthy (HM)  
Debbie Ultsch (DU)  
Suzie Marriott (SM)  
Minute taker: Adrial Lobelo (AL)

**Matters discussed:**

**1. Welcome to new NY Chapter Board Members:**

KN welcomed and oriented the new board members to the meeting, other board members and current work streams (covered in the minutes).

New Members:

President-Elect – WW  
Secretary - AL  
Treasurer - TC  
Education Coordinator - NR

**2. NY Chapter Annual Conference ‘Bridging the Gap – Moving Toward Integrative Care’ May 29<sup>th</sup>, 2015:**

A long discussion took place about the conference and progress organizing it so far.

Speaker lineup to date:

- OMH MH Commissioner: Opening address (DU following up)
- Personality Disorders - HM
- Ruchoma Kaganoff: Graduate RN with personal experiences – talks about hope and positive practice (SM circulated her abstract to board members)
- Self-care for Nurses (KN circulated info)

Many speaker suggestions were put forward by members, such as behavioral health navigators, violence with teens, neuropsychiatry, trauma-informed care and psychiatric nursing services in high schools. All agreed to follow up with their ideas and circulate via email to all, for next meeting. The conference title, objectives, funding, venue, CEU process, delegate registration process and conference packs, and speaker honorarium, travel and hotel reimbursement were also discussed in detail.

**Actions:**

**Tasks outstanding:**

All board members to canvass colleagues and encourage abstract submissions.

Confirm speaker lineup. (All)

Obtain CEU format from APNA national for conference and speaker objectives and take forward the submission to national (NR supported by JB)

Finalize Conference Memorandum of Understanding contract with OMH (KN, DU, HM)

Agree final conference title and objectives (All)

### 3. APNA NY Chapter Board Bank Account

KN updated the group about the chapter bank account, which she and previous treasurer George Roets (GR) had updated to a business account. It was confirmed that plans are in place to replace GR with new board treasurer TC.

**Actions:**

**KN and TC to update chapter account and add TC as account/card holder.**

### 4. NY Chapter – Regional Meetings:

Discussion carried forward from previous meetings fall 2014: *Survey results carried over from previous minutes as outstanding actions for board members.*

- 101 responses
- 86 answered yes to regional meetings
- 25 would be willing to act as regional chairs
- 89 answered yes to wanting quarterly meetings with presenters
- 19 stated they would be willing to be expert speakers.

*Discussed next steps and agreed to divide the state into upstate, midstate and downstate. Agreed that the first event should be a cocktail mixer with hors d'oeuvres for February time. Agreed this would up a great regional launch event for the regular meetings. Agreed it would be open to all nurses.*

**Actions:**

**All agreed to postpone taking this initiative forward until after the chapter conference.**

### 5. NY Chapter Board Meeting Minutes

KN confirmed that these would be sent to national so they could be uploaded onto the APNA Chapter webpage.

**Action: KN to send to national for uploading.**

### 6. Next NY Chapter Board Meeting: January 21, 2015 at 7pm.

**All agreed to meet every other week, while conference planning and organizing underway.**