



Name of Committee: NJCOMO, Inc. Meeting

Date: April 1, 2016  
at: 10:00am

Host: Morristown Medical Center

This meeting was called to order by: **President** - Rita Smith DNP, RN, NEA-BC  
**Vice President** - Mabel LaForgia MSN, RN, CNL

AGENDA	DISCUSSION	DECISION – REFERRAL
<p><b>12:00 – 1:00 Executive Committee Members and Board of Director Members</b></p> <p><b>Executive Committee Members are:</b> Rita Smith – President Mabel LaForgia – VP Joan Harewood – Past President Micki Patrick – Past VP Wendy Silverstein – Treasurer Kathleen Burke – Academic Advisor Mary Jean Burke – MPD Josephine Bodino – Member at Large Kathy Faber – Member at Large</p> <p><b>Board of Director Members are:</b></p> <p><b>Education &amp; Development:</b> Joan Harewood, Colleen Bardi, Margaret Thornton <b>Innovation and Outcomes:</b> Kathy Faber, Kenda Dugan <b>Growth:</b> Liz Readau, Pam Peterson, Joanne Reich <b>Communication:</b> Kathy Herrmann, Omar Aranibar <b>Academic Advisor:</b> Kathy Burke <b>MPD Chair:</b> Mary Jean Burke MaryAnn Hozak</p>	<p><b>Review of Minutes</b></p> <ul style="list-style-type: none"> <li>• Minutes were approved with one change.</li> </ul> <p><b>Conference Call 3/24 updates:</b></p> <ul style="list-style-type: none"> <li>• The approved preceptorship research study to be conducted by the New Knowledge and Innovations Group.               <ul style="list-style-type: none"> <li>○ Add everyone’s name from the New Knowledge and Innovations Committee as a call investigator.</li> <li>○ Changing start date to April 15<sup>th</sup>.</li> <li>○ Will have 6 months to complete it.</li> <li>○ Will have to add the questions into a Survey Monkey format.</li> <li>○ The person responsible to fill out survey is whoever presents it to the IRB.</li> </ul> </li> <li>• Approved discussion for involvement in Jean Watson Caring Science Chapter in collaboration with NJCOMO               <ul style="list-style-type: none"> <li>○ Institute for HealthCare Caring as well as Sigma Theta Tao in collaboration would like to create caring chapters within Sigma Theta Tao. Then they would like to partner with NJCOMO to then include hospitals healthcare agencies with those particular chapters to facilitate research.</li> </ul> </li> </ul> <p><b>By-law Review</b></p> <ul style="list-style-type: none"> <li>• Combining Communication and Growth Committees.</li> <li>• Add description of CNO involvement and role during meetings.               <ul style="list-style-type: none"> <li>○ CNO only at annual meeting (have a breakout session for CNO</li> </ul> </li> </ul>	<p>Informational</p> <p>Informational</p> <p>Informational</p> <p>Kathleen to reach out to Rose Scapeti for Southern Chapter.</p> <p>Will adapt changes to reflect in bylaws.</p>

AGENDA	DISCUSSION	DECISION – REFERRAL
<p><b>Members at Large:</b> Kathy Faber, Josephine Bodino</p>	<p>Meeting during annual meeting). They will be able to set the goals and discuss their involvement at NJCOMO</p> <ul style="list-style-type: none"> <li>○ Succession Planning – end of second year have president/vice president and president/vice president elect work together the last year for a smooth transition. (President and Vice President must be from the same Magnet Organization)</li> <li>○ Charter structure must be reflected in the bylaws.</li> <li>○ Membership must reflect the Treasurer in the bylaws.</li> </ul> <p><b>Financial Report and Budget Review/Discussion</b> Balance is: \$29,601.21</p> <ul style="list-style-type: none"> <li>● Finance report presented to group.</li> <li>● Add line item for sub-total (northern and southern chapters).</li> <li>● 2016 Budget reviewed and changes made. <ul style="list-style-type: none"> <li>○ Other professional fees (speakers) – \$2500</li> <li>○ Research and EVP – \$1000</li> <li>○ Stationary and Office Supplies – \$200</li> </ul> </li> </ul> <p><b>Annual Meeting Agenda items/presentations</b></p> <ul style="list-style-type: none"> <li>● Mary Joe Assi to present at annual meeting</li> <li>● The Northern NJ chapter will be celebrating their 10 year anniversary and a poster presentation and timeline will be presented at the annual meeting.</li> </ul> <p><b>Open Forum</b></p> <ul style="list-style-type: none"> <li>● Mabel to send out the membership listing to make sure we have representation from every hospital at every committee.</li> <li>● Will be adding a Research consortium tab/section with a northern and southern section to the NJCOMO website.</li> <li>● Shirts/golf shirts will be ordered for the</li> </ul>	<p>Wendy to update finance report to reflect this change. Wendy to update budget.</p> <p>Mabel to reach out to Mary Joe Assi</p> <p>Presentation/timeline to be posted on website.</p> <p>Mabel to reach out to groups</p> <p>Mabel and Omar to work on this tab/section.</p> <p>Discuss at general session</p>

AGENDA	DISCUSSION	DECISION – REFERRAL
	Magnet conference.  <b>Next Meeting: CentraState Medical Center – July 22, 2016</b>	to vote for t-shirt or golf shirt.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_