

July 2019 Meeting Minutes
New Jersey Nursing Students, Inc.
1479 Pennington Road
Trenton, NJ 08618
July 13, 2019

Executive Board

President:	Tiffany Chi
First Vice-President:	Naykis Arias, RN
Second Vice-President:	Karina DeCasablanca
Secretary:	Christine He
Treasurer:	Glorianna Desrosiers, RN

Board Members

<i>Pulsebeat</i> Editor/ Public Relations Director:	Suraya Momtaz
Membership/Nominations Director:	Yeonjin Arlene Cho
Population and Global Health Director:	Christina Lee
Breakthrough to Nursing Director:	Jessica Song
Health Policy and Advocacy Director:	Cherita Morgan, RN
Resolutions Director:	Justinna Dixon
Fundraising Director:	Dharti Patel
NJLN Consultant:	Illya DeVera-Bonilla, MSN, RN
NJSNA Consultant:	Dr. Barbara Cannella, PhD, RNC-OB, APN
Presidential Advisor:	Kimberly Seaman, MSN, RN-BC, CNE
Presidential Advisor:	Ara Kim, BS, RN
Organizational Manager:	Regina Adams, MSN, RN, CNOR

I. Call to Order

Tiffany Chi called the meeting to order on July 13, 2019 at 10:03 AM.

II. Roll Call

Present: Tiffany Chi, Naykis Arias, Karina DeCasablanca, Christine He, Suraya Momtaz, Christina Lee, Jessica Song, Cherita Morgan, Justinna Dixon, Dharti Patel, Illya DeVera-Bonilla, Dr. Barbara Cannella, Ara Kim, Regina Adams

Excused: Kimberly Seaman

Late: Yeonjin Arlene Cho (10 min.), Glorianna Desrosiers (15 min.)

Quorum Established.

III. June Meeting Minutes Reviewed

a. Corrections

- i. Fix spacing format issue
- ii. Include the President's signature at the end of the minutes
- iii. Clarify the order of contacting people for school contacts

Motion: To approve the June meeting minutes with corrections

Made By: Dharti Patel

Second: Naykis Arias
Discussion: None
Action: Carried

IV. Treasurer's Report

Opening Balance: \$260,155.91

Closing Balance: \$259,128.41

Motion: To approve the June treasurer's report

Made By: Dharti Patel

Second: Justinna Dixon

Discussion: None

Action: Carried

V. School Contact List Updates

a. Updated School Contact Letter Templates

- i. New letter templates created for contacting SNA Presidents and Advisors
- ii. Do not need to resend contact letters if already sent; however, use the new template for future school contact e-mails
- iii. Letterhead is updated with Dr. Cannella as the NJSNA Consultant

b. Board Members' School Contact Updates

- i. Karina DeCasablanca: Cumberland County College- will re-send contact letter because they recently merged with Rowan University to become Rowan College of South Jersey (school contact will be transferred to Tiffany Chi)
- ii. Cherita Morgan: Eastern International- updated all contacts for both campuses; JFK Mulenberg- updated contacts; Chamberlain- will be sending out contact letters
- iii. Suraya Momtaz: Middlesex County College- staff on vacation and will call back to see if they hired a new SNA Advisor; Saint Peter's University- will call when staff back from vacation; Kean University- must re-draft contact letters because contact on list was incorrect
- iv. Dharti Patel: Seton Hall University- in contact with SNA President; Fairleigh Dickinson University- e-mail was sent to Advisor, awaiting reply; Bloomfield University- sent contact letter, awaiting reply; Eastwick- received e-mail for school advisor
- v. Justinna Dixon: waiting for the new template faculty contact letters to be approved by advisor
- vi. Christina Lee: sent all contact letters, but have not received contact from any schools
- vii. Naykis Arias: Mercer County Community College- in contact with the advisor; Our Ladies of Lourdes- sent contact letter, awaiting reply; St. Francis- in contact with the new vice president; Trinitas- SNA election will be held in the Fall, keep sending contact and COSP information to John Lanier
- viii. Jessica Song: TCNJ- Updated contact for SNA Advisor, SNA President, and Assistant Dean; Rowan- staff on vacation; Jersey College of Nursing- will call clinical coordinator for more information about SNA group; Brookdale- awaiting reply
- ix. Christine He: County College of Morris- updated SNA advisor, drafting new contact letter for new SNA advisor; Sussex Community College- established contact; Raritan Valley Community College- awaiting reply
- x. Yeonjin Arlene Cho: draft contact letters with new template; William Paterson- established contact with SNA President, the current Dean will be switching mid-October

- xi. Glorianna Desrosiers: established and updated contact for all schools; Holy Name-dislikes outside visitors, but will pass along information
- c. Advisors' inputs
 - i. Keep in contact with TCNJ because they have a large SNA
 - ii. William Paterson has an induction ceremony into the SNA. NJNS can ask speak at the ceremony
 - iii. Passaic County has a Professional Development Day where we can present
 - iv. Fairleigh Dickinson has two campuses that want to make separate SNA chapters
 - v. Contact Sarah Kelly, who was at Rutgers Newark previously, about SNA contact information for Montclair University

VI. COSP Flyers

- a. COSP Promotional Flyer Votes
 - i. Flyer 1: 4 votes
 - ii. Flyer 2: 8 votes
 - iii. Flyer 3: 0 votes
 - iv. Flyer 4: 0 votes
 - v. Flyer 5: 7 votes
 - vi. Flyer 6: 0 votes
 - vii. Flyer 7: 0 votes
- b. Final Design
 - i. Flyers 1, 2, and 5 will be edited without a black background
 - 1. E-mail vote after meeting to approve the final design

VII. COSP Speakers/Convention Speakers Update

- a. COSP Speakers Update
 - i. Daniel Misa and Courtland Kurtas are personal contacts, no letter invitation is required, and both confirmed speaker positions
 - ii. Kristina DeJesus-Barquin: Dr. Cannella will reach out to the manager of Morristown Medical Center to contact Kristina
- b. Convention Speakers Update
 - i. Both Alana Cueto and Kate Gillespie confirmed their positions as speakers

VIII. COSP/Convention Forms

- a. Google Forms
 - i. We will switch over to google forms for COSP and Convention registration
 - 1. Each application can be printed, and the whole form can be converted into an Excel spreadsheet
 - 2. We can post QR codes on flyers for the Google Forms
- b. Revisions
 - i. Edits were made to the COSP Google Form with advisors' suggestions

Motion: To approve using google forms for COSP and Convention

Made By: Naykis Arias

Second: Yeonjin Arlene Cho

Discussion: None

Action: Carried

IX. COSP Arrangements

- a. COSP Details

- i. Gina Adams, the Organizational Manager, confirmed the room's capacity to be 100 max, so we are limiting participation to 100
- ii. The "Save the Date" Convention cards can be in goodie bags or the COSP Program Book
- iii. Logistics to be discussed at August meeting

X. Community Outreach Ideas

a. COSP

- i. Including community outreach in COSP is not beneficial or necessary for board members because it will be an extra event to worry about on the day of COSP

XI. PR/Pulsebeat Update

a. Suraya Momtaz

- i. Currently uploading all approved biographies to the website
- ii. Biographies should be submitted by July 13th to Suraya
- iii. Suraya will send pictures and biographies to Gina by Wednesday, July 17th
- iv. Change Dr. Cannella's position to NJSNA advisor
- v. Include Kimberly Seaman's biography
- vi. Needs to be added as Facebook administrator for the NJNS page

b. *Pulsebeat* articles

- i. Get *Pulsebeat* ready to publish in September for COSP; December edition is for Convention
- ii. Look at old *Pulsebeat* articles for format and inspiration. Follow-up with advisors after 48 hours of no response
- iii. 3-4 board members write articles due by July 27th for COSP edition. Treasurer write about scholarship opportunities; secretary write about speakers, what there is to be offered, and why students should attend COSP; fundraiser director write about the raffle baskets; first vice-president write about the history of COSP

XII. Fundraising Update

a. Dharti Patel

- i. Sent board members e-mail of document with raffle basket groups for COSP
- ii. Drafted donation request form for Starbucks and Fandago- part of the COSP baskets
- iii. Have the same raffle ticket prices as convention: 10 tickets for \$5 and 1 arm for \$10 because it was well-received

Motion: For COSP raffle tickets to be 10 tickets for \$5 and 1 arm of tickets for \$10

Made By: Naykis Arias

Second: Jessica Song

Discussion: None

Action: Carried

XIII. Resolutions Project Update

a. Justinna Dixon

- i. Project topic: Diagnostic Overshadowing
 - 1. When a doctor or nurse misattributes mental illness with physical illness, which can lead to more physical ailments
 - a. Example: doctor might misattribute chest pain as anxiety when it is actually a heart attack

2. Mental health providers are treating the patient, but when the patient is mentally stable, their treatment moves to the PCP
- ii. Goal
 1. Increase awareness of this practice and find ways to increase education for Nurse Practitioners

Motion: To make the Resolutions project to be diagnostic overshadowing

Made By: Naykis Arias

Second: Yeonjin Arlene Cho

Discussion: None

Action: Carried

XIV. Population and Global Health Project Updates

a. Christina Lee

i. Actions

1. Created blueprint of approaching research and collected articles while gathering more knowledge to have the foundation to inform the audience when presenting
2. Created list of counties in NJ with reported cases of measles (8)
3. For each county, pinpointed specific schools with children with measles
4. Can go to PTO meetings to do presentations to inform parents on the importance of the measles vaccine

XV. Breakthrough to Nursing Project Update

a. Jessica Song

- i. Difficult to contact schools because of summer vacation
- ii. Will work with 4H community-based programs on educating children
- iii. First-aid kit projects with students; still deciding on whether to have children make their own kits or watch one kit be made

XVI. Health Policy and Advocacy Project Update

a. Cherita Morgan

- i. Awareness on New Jersey Insurance Policy and its Impact on Nursing Population
 1. Project will touch upon problems finding healthcare providers that will take specific insurance, and what this means for nurses and APN
 2. Educate patients on preventing illness
 3. What is NJ health insurance policy impact on the nursing field
 4. Goal: make this topic relevant and easy to process for the average person
 5. Focus on the effects that removing collaborate agreement has on APN nurses, and what it means for the public and communities they serve

Motion: To make health project about what an APN is and what it means for the communities they serve if the bill gets passed

Made By: Dharti Patel

Second: Justinna Dixon

Discussion: None

Action: Carried

XVII. 2019 Leadership Conference Transportation

a. Transportation

- i. Meeting point at Penn Station at the corner Starbucks at 7:00-7:20 AM

- ii. Walk to location or split Uber for reimbursement

XVIII. Announcement/Miscellaneous

- a. Advisor Input
 - i. Proofread out-going mail; any correspondents must be approved by advisors; e-mail body sent for school contact cannot be identical to school contact letter- must have introduction and direct them to attachment of body of letter; BCC advisors initially
 - ii. Do not put people's names of contact in board reports
 - iii. Board member updates are redundant in meetings. In event topic is not on the agenda, mention it during the miscellaneous section
- b. Tiffany Chi and Naykis Arias are working on a Google Calendar to send reminders
 - i. Board report due dates and meetings are located on the calendar
 - ii. Ask one of the consultants to approve the calendar
- c. RU-SNC Nursing Veteran Scholarship 5K Run/Walk
 - i. Ara Kim, the Presidential Advisor, stated it would be unfair for NJNS to support only one school, so individual participation suggested
 - ii. Race will be pushed back to April 2020
- d. Jessica Song will be distributing t-shirts and flyers to board members for tabling and visiting schools after the meeting

XIX. Adjournment

Motion: To adjourn the meeting at 12:46 PM

Made by: Yeonjin Arlene Cho

Second: Jessica Song

Discussion: None

Action: Carried

Tiffany Chi adjourned the meeting at 12:46 PM

X Christine He

Christine He
Secretary

X 

Tiffany Chi
President

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Presidential Advisor:	Ara Kim, RN
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I. Call Meeting to Order

Tiffany Chi called e-mail vote meeting to order on July 28, 10:07 AM.

II. COSP Flyer Motion

Motion: To make the flyer with most votes on Doodle poll the official flyer for COSP

Made By: Naykis Arias

Seconded By: Yeonjin Arlene Cho

Discussion:

Tiffany Chi stated that discussion will continue for 24 hours and close at 11:03 AM EST on Monday, July 30.

No additional comments were discussed at this time.

After closure of discussion, voting will be open for 24 hours until July 31, at 11:19 AM EST. Voting will be closed after 24 hours or until all of members have voted.

Number of Votes for Yes: 10

Number of Votes for No: 0

Doodle Poll Results

Number of Votes for Flyer 2: 8

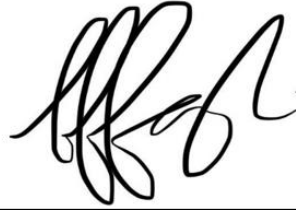
Number of Votes for Flyer 5: 4

Flyer 2 is the confirmed design for the COSP Flyer.

Action: Carried on Tuesday, July 20 at 11:54 AM EST

X Christine He

Christine He
Secretary

X 

X
Tiffany Chi
President