



17th Annual General Meeting, Parish Nursing Interest Group

St. James Cathedral Toronto ON

April 21, 2018 8.00 a.m. – 11:00am.

Attendees: Gloria Wiebe, Lanadee Lampman, Ardys Brenneman, Olayinka (Ola) Babalola, Nancy Truscott, Maureen McNeish, Elsie Millerd, Lily Cugliari-Kobayashi, Nancy Gordon, Dot Klein, and Mary Lynch.

Regrets: Anne-Marie Mohler, Mary Lou DeTina, May Tao, Carol Beam, and Jeanne Lambert

8:00 am REGISTRATION AND BREAKFAST – Lecture room, 2nd floor

8:30 am WELCOME - Gloria Wiebe & Lanadee Lampman

OPENING PRAYER – Gloria Wiebe

BUSINESS MEETING (Lecture Room St. James Cathedral Centre) is led by Ardys Brenneman.

1.0 Review of Agenda as circulated

1.01 Additions to the Agenda: none

1.02 Approval of the Agenda: by Lanadee Lampman and seconded by Gloria Wiebe. All in favor.

2.0 Review of the MINUTES from April 29, 2017 meeting

1.01 Approval of minutes from April 29, 2017 as circulated: by Mary Lynch and seconded by Elsie Millerd. All in favor.

1.0 President's Report – Anne Marie Mohler - in package and circulated via RNAO email to all PNIG members. President's report is read by Ardys Brenneman as follows:

1.01 “Dear Members, I want to take this opportunity to let you know as President what has been accomplished this past year related to RNAO and PNIG activities. St James Cathedral in Toronto, hosted the PNIG AGM in 2017, and will be our hosts once again April 21, 2018. Thanks to Gloria Wiebe and Lanadee Lampman for organizing this. We had a successful AGM April 29, 2017, and a wonderful PNIG education networking day September 30, 2017 in Kitchener. Special thanks to Ardys Brenneman and her colleagues. Highlights were featured in our fall and winter newsletters. We were able to fill some leadership vacancies this past year, and welcomed Jo-Dee Brown, Lydia Tarasiuk, May Tao, and Dot Klein to the executive. 2018/2019 will be a year of change and transition as we implement the new RNAO Interest Group (IG) structure and executive guidelines. Because our AGM is set for April 21, 2018, RNAO home office is allowing us a transition period. One of the changes, being introduced is online elections, with the transition, PNIG elections will be held next year between June 1st and – August 1st, 2019. There are also new guidelines related to communication processes which include: new IG webpage, new email system, and social media platforms. The learning curve is steep but manageable. At our AGM this year we would like to recommend filling the Student ENO (Executive Network Officer), and Social Media ENO positions. These are important new roles that will help us grow and manage the changes more effectively. You can find the

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executive guidelines under Assembly meetings at: <https://myrnao.ca/volunteer>. February 20th, I attended Queen's Park Day and Question Period. I had an opportunity to speak with Interim PC leader Vic Fedelli at the MPP breakfast. Our group discussed: RN replacement, RN prescribing, staffing levels and staffing mix in Long-Term Care, lack of affordable housing, and single pay pharmacare. In the afternoon, we heard from health critics' as well as the Minister of Health regarding how they would include the RNAO imperatives in their election platforms. <http://rnao.ca/sites/rnao-ca/files/platform2018.pdf>. At the end of the day a panel discussion was held on homelessness with guest speaker Cathy Crow. Four executive teleconferences were held in 2017. I participated in two Political & Policy Action Networking (PPAN) teleconferences with RNAO policy and nursing division, before handing the reins over to Lydia Tarasiuk our current PPAN ENO. PPAN teleconferences allow RNAO to share updates on action alerts, submissions, reports, and legislation. It also allows the ENO's to update RNAO on Interest Group and Chapter activities such as "Checking the Pulse". Checking the Pulse information is incorporated into Members Voices (MV). MV updates are done by regional reps and ENO's and sent to me as President. The MV report is due to RNAO four times a year and is mandatory in order for funding to continue. The MV report focuses on four ENDS objectives set by RNAO. In compiling MV it is impressive to see how much takes place in various regions. Parish Nurses make a positive impact on the determinants of health, and we play a significant role in a caring profession, and as a contributor to holistic health. The MV reports are online and can be found at: <https://myrnao.ca/membersvoicesform>. I attended the fall and winter Assembly meetings which occur in September and February each year. Assembly is an opportunity to hear from the RNAO President, and CEO, as well as, all members present through a MV Q & A where questions and concerns and IG events are brought forward on your behalf. Assembly meetings also include time to network with Interest Group Chairs from other regions. New policies and processes are discussed. We had profile presentations from the Nurse Practitioner and Retired Nurses' IG. PNIG was also chosen to host the RNAO AGM in 2019. This is an honour and will raise the profile of parish nursing. This spring, I sent a communication to members encouraging you to meet with your MPP's during Nurses' Week, Take Your MPP To Work (TYMTW), and Queen's Park on The Road (QPOR). RNAO provides speaking notes and toolkits when visiting MPP's so take advantage of these resources. This year will be an important year for Ontarians as we face a provincial election. Please participate in Chapter/ Regional MPP meetings and bring forth RNAO platform priorities and how they impact your work and clients. I want to thank the executive for their engagement with registered nurses, and nursing students in their regions and chapters to stimulate membership and promote the value of belonging to our professional organization. I particularly want to recognize Mary Lynch who is stepping down as Membership ENO after many years of dedicated service on the PNIG executive. Unfortunately, I will not be at this year's AGM, I will be in the UK meeting with PN. Ardys Brenneman Region 4 rep has kindly agreed to chair the PNIG AGM on my behalf. Ardys and other PNIG executive members look forward to seeing you at the PNIG AGM April 21, and during the RNAO AGM April 19- 21, 2018. PNIG is supporting a resolution on spiritual care submitted by the Kitchener- Waterloo Chapter. It will be discussed at RNAO AGM along with other



resolutions. I encourage your participation in those conversation. By moving the PNIG AGM date to align with the RNAO AGM we hope members will attend. Wishing you good health and many blessings, Anne- Marie Mohler President PNIG”

- 1.02 Background on proposed PNIG name change - Gloria Wiebe reads, “Resolution: PNIG Name Change. WHEREAS parish nursing was the term used by Rev. Granger Westberg to describe the unique, specialized practice of professional nursing in faith communities; and WHEREAS at first parish nurse programs were more common in Judeo-Christian faith communities, but now the concept of parish nursing has grown to include many other faith traditions; and WHEREAS the term “parish” in parish nursing is not universally acceptable to, or inclusive of all faith traditions, and does not accurately label the location and central focus of practice; and WHEREAS the current terminology used in the American Nurses Association (ANA) Scope and Standards document is “faith community nursing” (ANA-Health Ministries Association (HMA), 2005, p.2). THEREFORE be it resolved that the Parish Nursing Interest Group (PNIG), be renamed Faith Community Nursing Interest Group (FCNIG). Background: Within Canada and PNIG, parish nursing has not as yet grown to include other faith traditions. However, as a professional association representing this practice, we must have a name that reflects and is inclusive of the diversity of faith. In addition we should expect that registered nurse-led programs will evolve and grow across faith traditions. Patterson and Slutz (2011) wrote that “There are now approximately 15,000 Faith Community Nurses in a variety of congregations, synagogues and mosques around the United States and abroad” (p.32). Likewise this article argues for a preference to the term parish nurse in a Christian settings. “While the generic interfaith moniker of “Faith Community Nursing”, is certainly appropriate to describe this broad specialty across all faiths, the title “Parish Nurse” should not be abandoned by those working in the context of Christian faith communities.” (Patterson and Slutz, 2011, p. 32). This same idea is found in the Scope and Standards of Faith Community Practice. “In a given setting, the faith community nurse may still be referred to as a parish nurse” or others titles such as “congregational nurse, health ministry nurse, crescent nurse, or health and wellness” (ANA-HMA, 2005. p.2). Since the term “parish” does recognize the Christian roots of wholistic nursing practice, this history should be acknowledged and up-held. In addition to Christianity, Hickman (2006) examined the major faith traditions that exist in America, and gives an overview, doctrines, and health related customs of the major faith traditions present in American culture. These are Judaism, Islam, Hinduism, and Buddhism. Weis, Matheus, and Schank (1997) state that the doctrines of the major world religions contain “a clear relationship between their God and their physical, mental, and spiritual state” (p. 368). This name change will also prevent the confusion and errors which have often occurred at RNAO Home Office and among other interest groups with similar anagrams, PCNIG, PedNIG, and PNEIG. References: (1) American Nurses Association & Health Ministries Association. (2005). Faith community nursing: Scope and standards of practice. Silver Springs, MD: ANA. (2) Hickman, J.S. (2006). Faith Community Nursing. Philadelphia, PA: Lippincott Williams & Wilkins. (3) Patterson, D.L., & Slutz, M. (2011). Faith community nursing/parish nursing:



RNAO

Registered Nurses' Association of Ontario
L'Association des infirmières et infirmiers
autorisés de l'Ontario

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What's in a name? *Journal of Christian Nursing*, 28(1), 31-33. (4) Weis, D., Matheus, R., & Schank, M.J. (1997). Health care delivery in faith communities: The parish nurse model. *Public Health Nursing*, 14(6), 368-372. Resolution on PNIG name change - Gloria Wiebe”

2.0 Financial Report - Ola Babalola (PNIG Treasurer & Secretary)

- 2.01 Financial statement April 1st, 2017 - March 31, 2018 – in package and circulated via RNAO email to all PNIG members.
- 2.02 Bank revenue from March 31, 2018 was \$12,611.04. Then we had a total revenue of \$4,970 this past year from RNAO membership fees (\$3,580), and Tea for Two at AGM April 2017 (\$125). The total revenue is \$16, 316.04 (which is the sum of previous bank revenue from the previous year, RNAO membership fees, and Tea for Two. The amount budgeted for RNAO membership fees for the coming fiscal year is \$2800, which was derived using the same calculation as last year's, that is, 100 members (90 regular memberships, 10 Retired and student memberships) with a \$30 regular membership fee and \$10 retired and student membership fee. Total expenses is \$5,101.33. Revenue for the beginning of the new fiscal year is \$11,214.71, which is the difference in the total revenue (\$12,611.04) and the total expenses (\$5,101.33). Revisit or better still, remove the following items from the budget: “Regional workshops/ breakfast” because it is replaced with the PNIG Education day(s); “PNIG breakfast at RNAO AGM” because we have breakfast during the PNIG agm and it was last held at the Hilton hotel during RNAO agm in 2016; “RNAO AGM banquet” was last done in 2016; “AGM accommodation and food” (delete this item because it has consistently not been used dating back Nov 2012); “AGM Travel” (delete this item because it has consistently not been used dating back Nov 2012); “Educational Day accommodation and food” (delete this item because it has consistently not been used dating back Nov 2012); “Educational Day travel” (delete this item because it has consistently not been used dating back Nov 2012). Add the following items: “AGM misc. (e.g. gifts)” for a budget of \$150; “Educational day misc. (e.g. gifts)” for a budget of \$150. Change the following budgeted amount based on feedback from the executives: Increase the amount budgeted for “Speakers Honorarium” from \$500 to \$2000 because we now hold Educational Days in addition to our yearly PNIG AGM, which usually require speakers. Increase the amount budgeted for “Total President's expenses for Conventions” from \$1400 to \$2400. Also, I will like to remind everyone that PNIG has the following funds to assist members: “Bursary Fund to attend CAPNM” - amount budgeted is \$2,000; “Educational Grant” - amount budgeted is \$1,000. If you need bursary to attend CAPNM AGM, then send your request to me (divinelove25@hotmail.com) and include a scanned receipt of payment for the full conference no later than Tuesday May 1st, 2018. The amount of \$2000 will be split evenly among the individuals who send their request to me, and cheques will be mailed out to them. The goal is to have at least 10 members so that each one can have \$200 each. Also, if you would like to apply for the Educational Grant, please visit the PNIG website for the Education Fund policy and how to apply for the Educational Grant. The Education Fund Policy that was revised at the PNIG Executive Meeting on September 1, 2010 is included in the package and sent out by RNAO to all PNIG members via email.



- 2.03 Budget proposal April 1, 2018 - March 31, 2019 - in package and circulated via RNAO email to all PNIG members. Changes made are: "Regional workshops/ breakfast" does not replace the PNIG Education day and we hold only one PNIG Education day and one PNIG agm yearly. Therefore, the amount budgeted for "Regional workshops/ breakfast" is no longer \$0 but \$600. Replace items "AGM Food" and "AGM rental/insurance" with "AGM & Education Days accommodation, food, and travel (honorarium for executive members) with a budgeted amount of \$1,100". Increase the amount budgeted for "Total President's expenses for Conventions" from \$1400 to \$2400. To accommodate these changes, the following budget items were reduced: "AGM food" is reduced from \$500 to \$300 because the actual amount used last year was \$176.93; "AGM room rental/insurance" is reduced from \$500 to \$300 because the actual amount used last year was \$0. Similarly, the "Educational Day food" is reduced from \$500 to \$300 because the actual amount used last year was \$275.25; "Educational Day room rental/insurance" is reduced from \$500 to \$300 because the actual amount used last year was \$200. In addition, the amount budgeted for the "Speakers Honorarium" is reduced from \$2000 to \$1500 because we don't hold more than one PNIG Education day and one PNIG agm yearly. In addition, we (PNIG) will remove the following items from the budget: "PNIG breakfast at RNAO AGM", "RNAO AGM banquet", "AGM misc. (e.g. gifts)" and "Educational day misc. (e.g. gifts)". The revenue for the start of next year (April 1, 2019 to March 31, 2020) is \$90.71, therefore as per our PNIG budget, PNIG will remain in a positive balance.
- 2.04 Motion to accept the Financial Report moved by Mary Lynch and seconded by Dot Klein. All in favor.

3.0 Membership Officer – Mary Lynch

- 3.01 Updated membership - current numbers: "As of April 10, 2018 the PNIG membership is 118. 116 RNs and 2 Students. Membership staying steady over the last three years. Members who had not renewed 2017 and 2016 were contacted over Christmas with an email message to wish them blessings and inquire if they were still nursing or if they renewed their College of Nurses registration. Only 5 replied to say they were no longer nursing and had not renewed their College license, 1 changed careers and 4 retired outright. 3 families asked that their spouse names be removed from the mailing list as they had deceased. I apologized and told them that as we no longer receive a membership list and I was going by a 2016 membership list and had no idea that 3 members were deceased. I also sent a sympathy memorial card and letter of condolences. I made presentations at UOIT, Durham College re PNIG and handed out applications to 4th year nursing students regarding the free RNAO membership year after graduation. I encouraged RNs to join us (PNIG) and I distributed PNIG newsletters. I also advertised CAPNM and the Parish nurse course. I had a display table at LHO (Lakeridge Health Oshawa) wellness day and during week and handed out RNAO material plus PNIG and CAPNM info. Some concerns/questions expressed by students include cost of membership, new students unable to volunteer as they have student loans, price of accommodation very high and work part time. Thank you to the 117 and 118 members

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who continue to rejoin PNIG and RNAO. Did I hear right or was there a clause that RN could be a member of an interest Group and not be a member of RNAO. I like the idea of calling PNIG - Faith community nurse but very nervous that the organization become secular? Good luck with all future projects. May God bless us all. Mary Lynch RN. Past President of PNIG & member of Charter 17 years ago. Membership Chairman for 6 years.”

3.02 Student Membership - Sponsorship - MOTION: see section 9.0 bullet 12.

4.0 Policy/Political Action Officer– Lydia Tarasiuk (not available) - no report

5.0 Communication Officer - Gloria Wiebe

5.01 Report on communications - in package. Gloria Wiebe reads, “Communications Executive Network Officer Report, PNIG 17th Annual General Meeting, April 21, 2018. I took on this position at the AGM last April, 2017. According to our bylaws the major role of this position is enhance our media profile; monitor media and alert the communications department of opportunities for media coverage; establish working relationships with media contacts in local major media outlets, and in our specialty, ensure that a newsletter is produced biannually, now responsibility of Jeanne Lambert; create letters to editor or edit pieces for submission to local specialty outlets; distribute communications to membership as requested by the executive. Most of my activity in this past year has focused on the final point, communications to our membership. Unfortunately, the other roles have not received as much attention as I would have liked. The prime reason being the increased time needed to learn the new Home Office policies regarding communications with our membership. As you know we no longer have access to our membership list, and all contact is now through RNAO. We have been given an account with a template to submit mass mailings to members. They are then reviewed by home office before sent out. With their assistance, our emails are more professional, and RNAOs response to distribute messages has improved. The account and site is accessible to all regions and interest groups, and provides information about us and a contact link. You are able to link to this through myrnao. I attended RNAO assemblies in September, 2017 and February 2018. Attending these assemblies is valuable, hearing what is happening and the issues within the broader nursing profession and to be updated on RNAO activities and policies. The focus is either on membership or communications. Last November I participated with Lanadee Lampman, and May Tao to set up an information table at the Toronto Anglican Diocese synod, and with a strategic location attracted a lot of interest. It was a worthwhile experience, giving us the opportunity to promote parish nursing practice and connect with synod members, diocesan leaders, and clergy. In March, Lanadee and I set up an information table and participated in CHNIG workshop, *Exploring the World of Community Nursing*. The speakers were major leaders in community health. I particularly benefitted from the knowledge exchange with other community health nurses and the opportunity to engage with nursing students. I have only provided basic updates on PNIG’s website. This will now be managed by the new executive position of Social Media ENO. I am anticipating that this position will be filled at our AGM, and will provide assistance if



needed. RNAO have plans to revise and update the websites". Respectively submitted by Gloria Wiebe, Communications ENO.

8.0 Past-President/ Newsletter/Editorial Report- Jeanne Lambert & Mary Lou De Tina (not available) - no report

8.01 Update on newsletter for 2018

9.0 Regions Representatives Reports

1.01 Region 1 – Jo-Dee Brown

1.02 Region 2 - Vacant

1.03 Region 3 – Mary Lou DeTina (not available)

1.04 Region 4 – Ardys Brenneman

1.05 Region 5 – Vacant

1.06 Region 6 – now vacant. Region 6 rep

1.07 Region 7 – May Tao

1.08 Region 8 – Mary Lynch brings greetings from ICHM and Carol Beam sends her regrets. ICHM has a meeting on May 5 in Peace Lutheran Church in Pickering. The Seventh Day Adventist had a community information day event where they invited community health members including parish nurses. During the event, information from ICHM, PNIG, and CAPNM were shared.

1.09 Region 9 – Vacant

1.010 Region 10 – Vacant

1.011 Region 11 - Dot Klein: works with Francophone and First Nations' groups. Dot is excited about being part of PNIG. Dot is familiar with parish nurses at the mosque and Jewish group because she had worked with them. Dot sees that the various parish nurses can work together and is excited about the change of PNIG name to FCNIG. Dot says she "feels that all the religious groups share something similar"

1.012 Motion for the approval of all reports as presented by Dot Klein and seconded by Elsie Millerd. All in favor.

1.0 Elections - Gloria Wiebe - Positions Available: Gloria states that although RNAO does not include the positions of "regional reps" in the new executive structure. Nonetheless, RNAO had stated that interest groups may keep these positions if they want. Gloria Wiebe reads, "New Executive Structure and Guidelines to be transitioned in 2018. New Structure: President/Chair, President/Chair-elect, Communications ENO, Membership ENO, Policy and Political Action ENO, Social Media ENO, Student (undergraduate nursing) ENO, and Finance ENO. Online elections: Held between June 1 and Aug 1

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(beginning 2019). Thirty days' notice given to members before the deadline of nominations. Odd numbered years shall elect president/chair, communications, finance, and membership ENO. Even numbered years elect social media, policy and political action, and student ENO, RNAO staff will assist with communications and online voting tools. Nominations must be voted on by the membership. A quorum for the transaction of business meetings shall be lesser of 300 members or 1% of all members, and present in person, by proxy, by electronic means or by telephonic means. In event of a vacancy as a result of a resignation from the executive, the IG (Interest Group) may appoint a member to fill the remaining portion of the term. Term limits, executives who held a position for more than two terms (four years) are not eligible for re-election for the same position. Terms of Office: Members of the executive shall each be elected for a two year term of office. Members of the executive may be elected to a maximum number of two consecutive terms, the member will not stand for nomination for the same executive position for one complete term. The student's term of office is subject to the individuals holding an undergraduate membership with RNAO. PNIG 2018 AGM Elections: President/Chair– Anne Marie Mohler; President-elect/Chair-elect – vacant, nominations needed; Past-President – Jeanne Lambert; Finance Executive Network Officer (formerly Secretary Treasurer) – Ola Babalola; Communications Executive Network Officer – Gloria Wiebe; Policy and Political Action Executive Network Officer – Lynda Tarasiuk/Anne Marie Mohler; Membership Executive Network Officer – nominated, Ardys Brenneman; Social Media Executive Network Officer (new position) - nominated, Jo-Dee Brown; Student Executive Network Officer (undergraduate) new position - nominations needed; and Consultation Representative and Alternate (RNAO AGM 2019) – nominations needed. Regional Representative/ Members at Large (officially not part of the executive structure, but we can make the decision to continue). The following are the regional reps: Region 1 – Jo-Dee Brown, Region 2 – Nominations needed, Region 3 – Mary Lou DeTina (is now vacant), Region 4 – Ardys Brenneman, Region 5 – vacant, Region 6 – vacant, Region 7 – May Tao, Region 8 – Ola Babalola, Region 9 – vacant, Region 10 – vacant, Region 11 – Dot Klein, and CAPNM Rep – vacant”

- 1.01 Social Media ENO: Jo-Dee Brown
- 1.02 Membership ENO: Ardys Brenneman
- 1.03 Student ENO: vacant. Dot Klein says she knows someone that may be interested but Dot has to confirm with the person before offering a name.
- 1.04 Consultative/Alternate Rep: Lily Cugliari-Kobayashi is the Consultative rep and Dot Klein will be the Alternate rep.
- 1.05 President Elect: vacant.
- 1.06 Nominations received from the floor: none.
- 1.07 Voting / Acclamation: Everyone in favor.

2.0 Business Arising

- 2.01 Resolution - Motion. Will be tabled to next year. The resolution will be sent by RNAO to all our PNIG members.

2.02 PNIG Information flyer- revisions will be done following acceptance of name change

3.0 New Business

3.01 PNIG Bylaws revisions - Gloria Wiebe: PNIG Bylaws will have to be looked over based on RNAO new structure for executives during next year's agm because time is far spent during this year's agm. Additionally, the PNIG Bylaws changes will need to be revisited next AGM because we need to give PNIG members time to suggest and vote in advance.

3.02 Transition plan - New IG (Interest Group) guidelines and on-line voting 2019. Gloria Wiebe for Anne-Marie Mohler: already discussed in item 10.0 of this minutes.

3.03 RNAO 93st AGM: Hilton Toronto April, 2019 TBA – PNIG hosting.

3.04 CAPNM AGM May 2018 – Edmonton, May 24-27, 2018.

3.05 PNIG Education and Networking Day - fall 2018: Anne-Marie Mohler will host it at Windermere United Church if no one volunteers to host it.

3.06 Next Year's PNIG AGM Location & Host Region: currently no one volunteers to host the next PNIG agm. Therefore, it will be discussed at our next executive teleconference. The date and time for the next executive teleconference will be circulated via email by Anne-Marie Mohler.

3.07 Other Business

4.0 Adjournment of the business meeting by Elsie Millerd and seconded by Mary Lynch. All in favor.

5.0 Appreciation & Departure – Ardys Brenneman. Gloria Wiebe presented Mary Lynch with flowers in Recognition of her many years of service on the executive, and as a charter member of PNIG

11:30 – CLOSING KEYNOTE PRESENTATION, RNAO AGM

Hilton Hotel Ballroom, 145 Richmond St. W