



## perioperative Registered Nurses of Greater Toronto

Minutes of General Meeting Agenda  
Tuesday, February, 2008  
University Health Network – Unity Hall

1. Welcome members, guests and students: Linda welcomed our members, new members, guest from Holland orthopedic Hospital, and students from the Centennial College periop program. She wished everyone good luck for those taking the CPN(C) exam on April 4th.
2. Approval of Previous Minutes: The executives will approve the December and October meeting minutes at a later date due to lack of time.

### 3. Reports

Treasurer – Cherry Day: see Treasury Report attachment. We are in good shape.

Program – Bernie C., Charlie B., Becky A., and Helen V.

ORNGT December 2007 evaluation: Presentation was well received. See attachment for details.

Program: Bernie announced that the Program Convenor is Becky Austin (acclaimed), since voting had not taken place at the June meeting; If anyone has participated in any interesting or innovative in-services and would like to share their experience, please submit abstracts for the June meeting; 2 candidates will be needed for program to replace out going executives - Charlie and Bernie; planning for 2009 workshop in March on peri-operative issues and practice on contemporary ORs (this was voted on by a show of hands at the December meeting); Any suggestions/contacts / speakers from the membership will be greatly appreciated. Please submit them on the evaluation forms or speak to any executive.

Survey of meeting times: Surveys were handed out to the membership. See survey attachment. The members were allowed to add comments if the proposed times on the survey were not adequate. After some discussion, the members requested for a 4<sup>th</sup> choice on the survey to reflect that business should start after 6pm to accommodate the cheaper parking rates. The results will be looked at for the next meeting. Keeping in mind that the option with a majority will be adopted. For the April mail out, Bernie asked for updates on the hospitals contact person, emails, change/new managers' information etc. to keep our information current for

our conference updates. Everyone is encouraged to come out and support our June (ORNAO) conference being held in Toronto.

Secretary – Jane Laratta: Preparing the minutes.

Membership – Donna Yates: Total members 244 active and 4 associate. Scarborough General has the most members. See attachment for detail report. Donna also requested that some members have not yet submitted their college registration numbers; she needs them in order to complete the cards. Members who joined in December, Donna will bring your cards to the April meeting. If you joined at the June meeting and missing your cards, your colleagues might have picked them up or they have gone amiss. Please let Donna know, and she will reprint them for you. In future, with our new web site launch, Linda reminded us that, no cards will be required or issued. Our receipt will be our proof of payment and membership. These are the last ORNGT membership cards. This is historical.

Marketing – Rosa Gembe: Reported that she was unable to in-service the perioperative nurses in the GTA, therefore, she will mail out her PP Presentation of ORNGT to all the contact persons who wish to have it. For the hospitals that have RPNs. **RPNAO** does have an OR Special Interest Group (ORSIG) with annual education day etc. The information is on their website. They are also welcomed to our bi-monthly meetings to attend our educational sessions, and to share information. Linda reminded us, all guests and students should sign in at these meetings to increase our marketing capacity.

President – Linda Whyte

Web Site Launch: ORNGT WEB SITE; Linda showed us the web page and went through briefly, a description of the functions and links. One can email the present executives directly. She has also listed the names of past Presidents as they become available. If anyone remembers any more names, please let her know. This is for the ORNGT archive. For next year's membership application, it will be available on line by June 2008. Next year's meetings "Year at a glance" and minutes of the General meetings will also be posted on line. The members can review them and provide feed back. The executive meeting minutes will also be posted for access by the executives. The Golf Tournament is still our biggest fund raiser. If anyone has any good pictures of that day, Linda is looking to post on the website. This is also a way to acknowledge our major sponsors from our vendor community. All future regional, provincial and national conferences will be posted and members can be directly linked to the conference websites to obtain all the updates and information. There is a list of links to other nursing websites. If anyone has other suggested links helpful or relevant to our practice, please inform Linda. She has access from the webmaster to update our website on an on going basis. The picture on the Home page can be changed after a period of exposure. If

anyone would like to submit a picture to be posted, as a way of recognizing colleagues/nursing excellence, please submit the names and credentials of the nurses portrayed in the picture to Linda. The webpage is easily viewed by nurses on the internet; we need to take pride in who we are and what we do. Linda will look at any more suggested links, amount of information to be uploaded and costs in the coming months to determine what is beneficial to us and worth keeping. At present, she is open to all suggestions. All members are encouraged to visit the site and navigate. Any feedback should be directed relevant to the executive in their role.

- 3.6.2 ORNGT Scholarship: Deadline coming up in May. All available scholarships, application and information is posted, including the ORNAO and ORNAC J&J Bursaries
  - 3.6.3 ORNAO Update: None received this month, ORNAO President Joanna Shubert has been busy with Construction and opening new ORs; will be available at a later date.
  - 3.6.4 ORNAO 2008 Provincial Conference Update: June 15-18. The Planning Committee will be meeting tonight and Sharon has received numerous abstract submissions, so they will have many topics to choose from.
  - 3.6.5 Executive positions available in June 2008: Treasurer, Marketing Coordinator, Program x 2 and President – Elect. Anyone who would like to be a candidate but is hesitant, you are welcomed to speak to Linda or any of our past presidents. It is a great opportunity and it opens many doors.
  - 3.6.6 Next General Meeting April 1<sup>st</sup>. Linda and Sharon are away on conference, Becky Austin will chair the meeting
4. Presentation: “On the road to Regionalization: Local Health Integrated Network and what it means to you!” Sharon Gabriel RN, MN, CPN(C)
5. Next General Meeting
- When: Tuesday, April 1<sup>st</sup>. 2008
  - Where: St. Michael’s Hospital Paul Marshall Lecture Theater
  - What: “A Process Improvement to Ensure Correct Site Surgery: A Human Factors Approach”
  - Who: Helen Vandoremalen RN, MN, CPN(C)

This information is also posted on the web for easy access. Some members have been missing the ORNGT purple signs for direction to the meeting place. Hospitals are not allowing us to put up these signs on the walls and

the signs have become less and less necessary, since the meetings will be held at the same place every year. If possible, travel with a colleague who knows the meeting place.