

**Minutes for Wisconsin Nursing home Social Workers Association
March 30, 2017 Meeting
Holiday Inn & Suites, Rothschild/Mosinee/Wausau, WI**

Board members present: Jeff McCabe: Brewster Village, Appleton

Lisa Leahy: St. Croix Health Center, New Richmond

Julie Severin: Rennes Health Care, Appleton

Fawn Senn: Christian Home and Rehab Center, Waupun

Carol Wickboldt: Park View Home, Woodville

Tena Seipel: Trempealeau County ADRC, Whitehall

Nichole Duchow: Shady Lane Nursing Care Center, Manitowoc

Missing: Rebecca Edgren, WI Veteran's Home at King, King

Other's present: Craig Zimmerman, Ingleside Manor, Mount Horeb Kristin Jaloszynski: Rennes, De Pere

- 1) **Call to order:** at 6:10 p.m.
- 2) **Introductions:** Craig Zimmerman and Kristin Jaloszynski were present for the meeting to observe and they were both encouraged to possibly run for board members this fall.
- 3) **Secretary Report:** Fawn motioned, Lisa 2nd all approved minutes from January meeting.
- 4) **Treasurer's Report:** Presented by Julie with current balance at \$27,791.39, with membership at 105 members. Spring conference current attendees signed up are 123. Lisa made a motion to approve the treasure's report, Nichole 2nd the motion. All approved.
- 5) **PDC, Person Directed Care:** Discussed meeting in Madison as there is a mass exodus of people leaving the coalition. Working on getting charters going and more members. Jeff received a promotion at work which could open another seat on the PDC board for another member, potentially from the WNHSWA board. Jeff encouraged someone from the WNHSWA board to join the CDP board. Mega rule language will be a huge topic/issue in the year ahead.
- 6) **Historian:** Pictures taken at fall conference will be downloaded to website. Board will be updated for upcoming conferences including Alzheimer's and Focus. Fawn is planning to attend the Alzheimer's Conference in May and will take the WNHSWA board and materials to set up a booth at the conference.
- 7) **Marketing:** Board present indicated they are getting several calls from Administrators regarding the WNHSWA conferences. Four students are attending the spring conference. It would be beneficial to keep sending conference brochures to colleges/schools to encourage student participation.
- 8) **Website Updates:** Lena has taken on a different position at work and has informed the board she will no longer be able to be a part of the WNHSWA. We are now in need of a new

- “webmaster.” Nichole indicated that she and a coworker could try to take on the role of “webmaster” and see if they are able to complete the requirements. All approved for Nichole to take over the role of webmaster and update the website as needed.
- 9) CEU’s:** Fawn indicated she has received approval for the Spring Conference CEU’s. Fawn reviewed requests for speakers/topics from the fall conference for ideas for this fall conference.
- 10) Spring Conference in Wausau on March 31st:** Will start from 9-11 with speaker on MDS, Ethics and Boundaries will follow from 11-4 with lunch break, for a total of 4 hours of E and B. Membership and conference: \$175, conference only members: \$90, facilities with 3 or more: \$225 plus \$90 for each attending, non-members: \$135, students will be \$30, defined as full time student. Motion made to approve fees by Lisa, 2nd by Fawn, all approved. Lisa ordered pens and door prizes for the Spring Conference to celebrate Social Workers Month.
- 11) Review Timeline:** January sending out letters to Administrators and Social Workers, February sending out invitation to spring conferences. Scholarship applications sent out and to be returned by the end of June. Social worker of the year nominations need to be sent in May.
- 12) Fall conference for 2017:** Will be held at Kalahari Hotel and Conference Center in WI Dells on October 4-7, 2017. Lisa, Jeff, and Fawn will plan to meet on 5-5-17 in Waupun to discuss topics and speakers as currently the conference is not completed with speakers/topics. Topics considered/mentioned from last fall are alcoholic dementia, alcoholic syndrome, and PASSAR screens. Tena will contact Kate Schilling, GWAAR attorney and Tony Memmel, inspirational speaker, to see if either are available for the fall conference.
- 13) Elections:** this fall the following board members positions will be up for election: Carol, Tena, Fawn, Becky, Lisa, and Lena. Everyone but Lena has agreed to run for reelection. Lisa indicated that this will be her last election she will offer to serve as the VP as she has retirement plans in the next few years.
- 14) New Business:** Board members, how many openings, inviting interested people to join us at next meeting, update responsibilities. We will review current By Laws and responsibilities of each position of board members. Will request that Lena send us a copy of the bylaws as no one currently has a copy of them. Tena will check the laptop to see if bylaws were saved there. (They are not on the lap top).
- 15) Alzheimer’s Conference registration to give away:** We received one free registration to the Alzheimer’s conference in May in WI Dells that we will give away during the WNHSWA spring conference tomorrow.
- 16) Board member duties:** All board members need to write up a list of duties and descriptions of what we do for our positions for the board to review and approve to pass on from one board member to the next, so they know the expectations, roles, and responsibilities of that position.
- 17) Next Meeting:** July 14th at 9 a.m. at the Holiday Inn & Suites, Rothschild/Mosinee/Wausau, WI.
- 18) Adjournment:** at 7:40pm motion by Lisa, 2nd by Fawn, all approved.

Minutes submitted by Tena Seipel, WNHSWA Secretary