



Community Health Nurses of Alberta (CHNA Alberta)

President's Report to Members for Fiscal Year January 1, 2014 to December 31, 2014

Goals and Objectives of CHNA Alberta

1. To acknowledge and advance the collective knowledge, skills and expertise of community health nursing (CHN) practice in Alberta.
 - a. To provide on-line access to community health nursing resources and best practice innovations.
 - b. To provide opportunities for continuous learning for CHNs
2. To support and disseminate community health nursing research
3. To increase the public's awareness of the knowledge, skills and expertise of CHNs in Alberta
 - a. To maintain a public CHNA Alberta website
 - b. To promote community health nursing and CHNA Alberta through various public communication avenues
4. To create a community of practice for CHNs in Alberta
 - a. To provide an on-line forum for professional networking
 - b. To engage CHNA Alberta members in CHNA Alberta activities
5. To fulfill the requirements of a CARNA Special Interest Group
 - a. To submit an annual report and regular provincial council updates to CARNA
 - b. To respond to requests from CARNA for document reviews
 - c. To attend the CARNA annual convention
6. To have relationships with other associations interested in community health
 - a. To maintain a relationship with the Alberta Public Health Association (APHA)
 - b. To develop a relationship with the Home Care Association of Alberta (HCAA)
 - c. To promote and attend conferences related to community health nursing
7. To represent CHNA Alberta nursing specialty group in the Community Health Nurses of Canada (CHNC).
 - a. To promote the CHN certification through the Canadian Nurses Association (CNA)
 - b. To support national and provincial CHNC activities

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Reports

1. CHNA Alberta Executive Committee Highlights (Submitted by Judy Evans, President)

- Continued as a CARNA Specialty Practice Group and submitted annual report.
- Strategic planning session held in Calgary August 2014.
- Decision made by the executive to continue with the certification project which will dip into our reserve funds.
- Decision made by executive to dip into reserve funds to support the 10 year Celebration and provide seed money for a workshop in the spring of 2015.
- Intensive planning for the ten year anniversary celebration and workshop in spring 2015 began in August 2014. The workshop title: Upstream with a Paddle: Staying strong in changing currents is centered on building leadership to navigate through the changing currents in health care and searching for other pathways through these waters of change. We are hoping to build on collaboration, partnerships, leadership and innovation with our participants for community health nursing practice.
- Attended two meetings with CHNC President and Executive Director to increase communication and relationship building between the two organisations. Areas where we will continue to work together include the roles and responsibilities of the provincial/territorial representation with CHNC, how to strengthen relationships with all provincial/territorial representatives, how to increase collaboration between the provinces and territories and CHNC, relooking at the conference profit sharing model, sharing tools such as webinars that are mutually beneficial for both groups and a formal communication strategy between both organizations.
- Executive made a decision to adopt an individual membership structure separate from CHNC. CHNA Alberta will no longer collect group fees for CHNA Alberta members to belong to CHNC as of January 1, 2016. Members can choose to belong to one or both of these organizations.
- Attended and supported several tutorial training sessions offered by our past President Alison Nelson for new board members in treasury, membership and communications re the website and use of Ready Talk as well as Pay Pal and Mail Chimp.
- Executive meetings held monthly.
- Updated CHNA Alberta Bylaws.
- Consulted with CARNA on Anti-Spam legislation and updated mail outs to provide an opportunity for members to opt out of emails.
 - Chair of the Hospitality and Venue Committee for CHNA Alberta Workshop Upstream with a paddle: Staying Strong in all Currents.

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2. Membership (Submitted by Dawn Riselli, Membership Coordinator)

(CHNA Alberta membership year January 1, 2014 to December 31, 2014)

- Fees remained at \$45 for 2014. \$13.50 of this is forwarded to CHNC for a group membership with CHNC.
- 94 CHNA Alberta members:

Community Health Role	Number
Public/Population Health	44
Educator	27
Manager	8
Home Health	5
Consultant	5
Primary Health Care	3
Nurse Practitioner	1
Researcher	1

Work Location	Number
Calgary and Area	39
Edmonton and Area	21
North	12
South	10
Central	8
Provincial	3
Outside Alberta	1

- Registration Chair for the CHNA Alberta Workshop Upstream with a paddle: Staying Strong in all Currents.

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3. Finance (Report submitted by Amanda Preston, Treasurer)

- 2013 books audited by Kandice Wirch and Jena Magnus.
- Finance Chair for the CHNA Alberta workshop Upstream with a Paddle: Staying Strong in All Currents.

Opening Balance January 1, 2014 \$12,341.99

Annual Expense Totals 2014

Item	Expense
Bank Fees	\$47.28
Planning Meetings	\$1294.82
Ready Talk	\$1065.72
CHNC Conference	\$2502.89
CHNC Membership Fees	\$1188.28
CNA Certification Sponsorship	\$3119
Bookkeeping Fees (CHQ ordering, stamps etc.)	\$66.06

Annual Credits 2014

Item	Credit
Membership Fees	\$3535.04

Annual GIC Investment 2014

Investment	Balance
\$10000 GIC	\$10266.76 Maturation Feb 2016

Closing Balance as of December 31, 2014 \$6,607.41

A decision was made by the executive that we would engage in projects that serve the membership and therefore the expenditures exceeded the credits for 2014. These projects included the ten year anniversary celebration, the workshop and certification project.

4. VP National (Report submitted Genevieve Currie, VP National)

- Attended two meetings with CHNC President and Executive Director to increase communication and relationship building between the two organisations. Areas where we will continue to work together include the roles and responsibilities of the provincial/territorial representation with

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- Responded to opportunities to provide a voice for community health nursing at the national level by disseminating requests for feedback from CHNC to CHNA Alberta members regarding issues of concern that have been disseminated such as communicable disease issues; homecare issues.
- Two abstracts submitted and accepted with Board members from CHNA Alberta on initiatives to build capacity amongst provincial and territorial membership as well as the certification sponsorship project for presentations at the CHNC 2014 conference.
- Two abstracts submitted and accepted for the 2014 conference as a member and co-chair of the Standards and Competency standing committee as well, including a preconference full day session on leadership and community health nursing.
- Accepted to be part of a writing group for the NCLEX national exam.
- Participated in provincial webinar on CNA community health certification.
- Attended the June 1 to 3, 2014 CHNC conference in Ottawa. Theme based on the Blueprint for Action.
- Co-chair and representative on the Standards and Competence Standing Committee.
- Continuing to represent the Standards and Competencies committee in partnership with the Canadian Institute of Public Health Inspectors and the Manitoba Public Health Managers Network to develop Canadian inter-professional public health leadership competencies. Also sitting on the project advisory committee and expert advisory committee for this project with includes several members from the Standards and Competencies Committee as well as other nurses from across Canada.
- Participating on an adhoc subcommittee representing the Standards and Competencies and the Centre of excellence standing committees to look at a PHN leadership institute proposal.

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- CHNC's first Position Statement: Community Health Nursing Education was developed with key messages that CHN educators could use in their nursing schools to reinforce the need for effective community health nursing education, especially community clinical education. This position statement was developed with input from the CHN educator group.
- Worked in a subcommittee to develop a letter to nursing regulators regarding entry to practice competencies by CHNC and the Aboriginal Association of Canada. The letter notes that with recent changes to entry to practice competencies there are no competencies to address comprehensive assessment of communities and populations necessary for providing Registered Nurses care, and Aboriginal peoples as they were in the 2008 document in several jurisdictions.
- Working on a subcommittee to explore the dissemination of Home Health nursing competencies and reduce the barriers to uptake. The committee is looking for home health nurses to work with our committee members to explore next steps with a working plan with Accreditation Canada.
- Co-chair of the Program/Schedule committee for the CHN Alberta Workshop Upstream with a Paddle: Staying Strong in all Currents.

5. VP Provincial (Report submitted by Rosemary McGinnis, VP Provincial)

- Supported CHN Alberta workshop and certification projects.
- Contributed to CARNA Annual Report.
- Served on the Certification Planning group.
- Edited several Newsflash documents.
- Contributed to the Program Planning for the CHN Alberta Workshop in Red Deer.
- Promoted CHN Alberta at the Primary Care Group Meeting.
- Developed a Power Point Presentation on CHN Alberta: Connecting CHNS Across Alberta.

6. Communications (Report submitted by Lani Babin, Communications Coordinator)

- Attended several tutorials on use of the Website, Mail Chimp and Ready Talk.

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- The CHNA Alberta website was updated this year, and features updated Educational events, CHN Connections links and access to archived monthly newsletters. Bigger changes are coming with the website, and stay tuned for an updated look later this summer. We're interested in hearing from you if you have ideas about what you'd like to see on our website.
- Developed the template for the monthly CHNA Alberta Newsflash.
- Monthly news updates have been sent to our membership by way of CHNA Alberta Newsflash, mid-month featuring news topics, and updates relevant to our organization, while encouraging the reader to be linked back to our website.
 - CHNA Alberta Newsflashes topics have included: Certification Sponsorship Project; CHN Connections on the topics of Depression and Suicide and Nursing Leadership in Community Health Nursing; Membership Structure and Fees in relation to CHNC; Membership Renewals; Special Volunteer Opportunity with PHAC; Season's Greetings; Promoting the Provincial Workshop; and, Notice of AGM.
 - On average, 50% of our recipients are opening the Newsflash messages we are sending; this is much higher than the industry average of 14%.
 - On average, 11% of our recipients are clicking on links that we have provided, compared to industry average being 3%.
 - Newsflash messages are being forwarded to other recipients outside of our organization.
- Public Relations and Marketing Chair for CHNA Alberta workshop Upstream with a Paddle: Staying Strong in all Currents.

7. Education and CHN Certification (Report submitted by Roxie Thompson, Education Chair)

- Supported the Certification Project for 6 nurses who wrote and passed their certification exams and were certified in 2014.
- Some of these nurses are now giving back to CHNA Alberta as Executive board members. Others are helping out with the spring workshop. Some members are also assisting new certification candidates with the mentorship committee or study groups to provide assistance to access resources for studying both public health and home care content.
- As part of the project, these six CHNs had their examination fees reimbursed after passing the exam.
- Applications were submitted and screened for the 2015 certification project. Screening is based on years of experience in CHNA Alberta and community

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health nursing and how members plan to use the certification to impact other CHNs or broaden the understanding of the role of CHNs.

- 8 nurses were selected and are preparing to write their exams in April 2015.
- Co-chair of the Program/Schedule committee for the CHNAlberta workshop:
Upstream with a paddle: Staying strong in all currents.

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