



Community Health Nurses of Alberta (CHNA Alberta)

Report to Membership for Fiscal Year January 1, 2015 to December 31, 2015

CHNA Alberta 2015 Goals/Objectives

1. To provide a face to face workshop for members to increase knowledge and provide an opportunity to connect with other community health nurses.
2. To increase membership numbers.
3. To publish monthly (excluding July and August) CHNA Alberta Newsflash newsletters to disseminate information to members.
4. To update the CHNA Alberta Website.
5. To continue with the CHN Certification project which supports members to become certified.
6. To fulfill the requirements of a CARNA Special Interest Group by submitting an annual report to CARNA, respond to requests from CARNA for document reviews and attend the CARNA annual Convention.
7. To represent CHNA Alberta nursing specialty group on the Community Health Nurses of Canada (CHNC).
8. To build relationships with Community Health Nurses of Canada (CHNC).
9. To promote and attend CHNC annual conference.
10. To update bylaws

President's Report-submitted by Judy Evans, Past President and Acting President

- The 2015 year was very successful for the Community Health Nurses of Alberta.
- The executive met face to face in Calgary in August to develop the above goals. Each executive member paid their own expenses to attend the meeting to keep expenses down.
- On May 1, many members attended our face to face ten year anniversary celebration.

Highlights included:

- An inspiring keynote presentation by Alison Nelson, Past President of CHNA Alberta, addressing the history of CHNA Alberta and Community Health Nursing in Alberta.
- Recognition of the first cohort of community health nurses sponsored by CHNA Alberta to write the CHN Certification Exam.
- The overflowing “Reuse, Repurpose, Recycle” table that offered participants an opportunity to exchange their treasures and mingle with attendees.
- The workshop, held on May 2, titled Upstream with a Paddle: Staying Strong in All Currents saw 45 community health nurses from all over Alberta and Saskatchewan in attendance for this face to face event. Following a stimulating keynote address on building our leadership skills; our special guest speaker, Claire Betker, expertly led the group through a series of discussions, activities, and exercises that were both thought-provoking and entertaining. The celebrity panel, including Heather Smith, Ardene Vollman, Rosemary McGinnis, and Collette Benbow, contributed an excellent cross-section of leadership stories from the field.

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The social activities of Triple R Event (Reuse, Repurpose and Recycle), Book Exchange, and Silent Auction were enthusiastically embraced by participants. In particular, we would like to thank workshop participants for their support in raising approximately \$600 for the Certification project.

- Membership numbers increased from 94 to 102 in 2015. Members are being encouraged to use PayPal to pay fees because the receipts and mailing lists are then done automatically.
- All positions on the board were filled with 6 new members and 10 staying on. Thanks to the retiring members of the board.
- CHNAlberta Newsflash was published monthly and distributed to all members and to past members for several issues. A new feature has been added called *Share Your Story*. The purpose of this component is to provide a forum for CHNs to tell their stories so that we can all learn from each other and celebrate.
- The University of Calgary has been hosting our website for the last 10 years. As of August 31, 2015, they were no longer able to host the site. CHNAlberta engaged an outside consultant to help redevelop the new website to be user friendly with an updated look and feel.
- All eight of the community health nurses that took part in the CHNAlberta certification sponsorship program successfully completed their certification exams! Congratulations! Many of these people have taken on positions on the board to enhance our organization.
- CARNA has been supportive of our status as a specialty interest group of CARNA including providing funds for the workshop.
- Due to changes in Community Health Nurses of Canada (CHNC) bylaws and policy during a process required under the Canada Not-for-Profit Corporations Act, group membership fees no longer exist within CHNC and the CHNC membership fees must be paid directly to CHNC. Membership with CHNAlberta will continue as usual but will not include membership for CHNC. Therefore as of January 2016 Alberta will offer an individual membership fee. CHNAlberta will collect their own fees and will continue to work with CHNC to refer members to both organizations for memberships.
- One member attended the CHNC conference and was provided with partial costs by CHNAlberta. These funds were not paid until 2015, therefore will appear in the 2016 financial statements.
- Our VP National represented CHNAlberta on the CHNC board and served on several committees as well as being our conduit for information to and from that organization.

Please see the reports by the executive members below for more information.

Membership Report submitted by Dawn Mercer Riselli

Total Members: 102 (24 new and 78 renewals)

Employer	Member Total
Alberta Health Services	58
University/College	24
Other	9
Health Canada/First Nations	8
Primary Care Networks	3

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CHN Role	Member Total
Public Health Nurse	47
Educator	29
Manager/Administrator	12
Consultant, Facilitator or Coordinator	4
Home Health Nurse	4
Researcher	2
Primary Care	2
Combined Public & Home Health	1
Nurse Practitioner	1

Zone where you Work	Member Total
Calgary & Area	47
Edmonton & Area	19
Central	7
South	10
North	13
Provincial	5
Outside Alberta	1

Zone where you Live	Member Total
Calgary & Area	48
Edmonton & Area	21
North	15
South	10
Central	8

Interested in a Board position with CHNAlberta: 13

CNA Certified - CCHN(c): 22

Taking Certification exam this year: 8

Interested in taking Certification exam: 19

Treasurers Report submitted by Amanda Preston

Bank balance as of January 1, 2015 \$6374.94

Bank balance as of Dec 31, 2015 \$3323.10

GIC as of Dec 31, 2015 \$10,000 plus \$266.76 interest gained

The bank balance decreased this year because of the certification project and the lower than expected number of registrants at the workshop. The executive made the decision to continue with these projects although deficits were expected because we felt that the organization needed to give back to the members and also to build interest in the organization.

A detailed report is available by contacting CHNAlberta at chnalberta@shaw.ca

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VP National Report submitted by Genevieve Currie

The following is the report submitted to CHNC by Genevieve Currie for the 2015 fiscal year.

Mission: *The Community Health Nurses of Canada is a national organization for community health registered nurses to advance practice and improve the health of Canadians. CHNC represents the voice of community health nurses; advances practice excellence; creates opportunities for partnerships across sectors and networks; strengthens community health nursing leadership; advocates for healthy public policy to address social and environmental determinants of health; and promotes a publicly funded, not for profit system for (community) health.*

A. Enhance and Sustain an Effective Organization
<i>A-1 (i)</i> Reinforce organizational systems
<i>A-1 (ii)</i> Support provincial/territorial engagement and increase membership
<i>A-2</i> Broaden resource mix
<p>Activities/Events</p> <ul style="list-style-type: none"> • Membership renewal begins in January 2016 for CHNAlberta. On October 24, 2015 CHNC sent an eblast to all CHNAlberta and CHNIG members that due to changes in CHNC bylaws and policy during a process required under the Canada Not-for-Profit Corporations Act, group membership fees no longer exist and the CHNC membership fees must be paid directly to CHNC. Membership with CHN Alberta will continue as usual in but will not include membership for CHNC. Therefore as of January 2016 Alberta will offer an individual membership fee. CHNAlberta will collect our own fees and will continue to work with CHNC to refer members to both organizations for memberships. • Responded to opportunities to provide a voice for community health nursing at the national level by disseminating requests for feedback from CHNC to CHNAlberta members regarding issues of concern that have been disseminated such as infection control; volunteer opportunity with PHAC. • Finalizing certification sponsorship for up to 4 CHNAlberta members for the CNA exam in 2016. Decision will be made by CHNAlberta Executive in November 2015 as to number of certification sponsorships. Members must apply to the certification subcommittee and are selected for reimbursement of their exam fees if they successfully pass the exam based on years of experience in CHNAlberta and community health nursing, and how members plan to use the certification to impact other CHNs or broaden the understanding of the role of CHNs. There is also a commitment to give back to the CHNAlberta membership in the form of mentorship or project work upon completion of the certification. 8/8 of the nurses who were sponsored in 2015 passed their April 2015 exams and are now giving back to CHNAlberta within Executive board positions and other volunteer roles. There is the continuance of a mentorship committee to set up study groups and provide assistance to access to resources for studying both public health and home care content. • CHNAlberta Newsflash is being disseminated electronically to our membership monthly with updates regarding community health nursing both provincially and nationally such as CHN certification,

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membership structure and fees in relation to CHNC, membership renewal and share your story.

- We were able to fill all of our executive positions at our Annual meeting during our May workshop. This included positions that had been vacant for some time as members at large. This speaks to the value of face to face meetings and regular interactions through provincial events with our membership.

B. Building our Capacity

B-1 Strengthen political action

B-2 Advance professional development and education

Activities/Events

- CHN Alberta executive are sponsoring education sessions using power points and voice over technology for members over the next year. Topics include Sexuality and transgender issues, and involving fathers as gate keepers to the family. More topics will be forthcoming.
- CHN Alberta celebrated our ten year anniversary in May 2015. We hosted a celebration and workshop for 45 members titled: Upstream with a Paddle: Staying strong in changing currents. This theme was centered on building leadership to navigate through the changing currents in health care and searching for other pathways through these waters of change. Claire Betker was the keynote speaker. Genevieve Currie presented on the Public Health Leadership Competencies environmental scan. We also a panel of community health nurse leaders in practice and academia who were interviewed about their role in leadership within community health nursing.
- We acknowledged the members who were certified in community health nursing in Alberta in 2015 at the workshop to foster stronger relationships of how we can work together to build capacity in community health nursing practice and certification.

C. Strengthen the Profile of CHNC and CHN

C-1 Engage with public, policy makers, intersectoral partners and CHNs

C-2 Market CHNC and CHN

Activities/Events

- We are featuring a new component to our monthly Newsflash which is sent out to our general membership and posted to our website called *Share Your Story*. The purpose of this component is to continue a conversation we started at our Leadership Workshop held in May 2015. Community Health Nurses have stories to tell and to share that we can all learn from and celebrate. Community Health Nurses around Alberta are engaging in some incredible practices, ones that should be told, that should be shared. We are opening the floor to hear from, learn from, inspire and be inspired by our colleagues. All members of the CHN Alberta Executive are asked to find, share and tell a story about a CHN, or teams of CHNS within Alberta. We have had a wonderful response to our 2 story features so far with higher hits to these stories on our newsflash links.

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- Co-Chair and Representative on the CHNC Standards and Competence Standing Committee
 - Continuing to represent the Standards and Competencies committee (project advisory committee and expert advisory committee) in partnership with the Canadian Institute of Public Health Inspectors (CIPHI) and the Manitoba Public Health Managers Network (MPHMN) to establish a network for knowledge translation and completion of the evaluation plan of the Canadian inter-professional public health leadership competencies which were completed and released in May of 2015.
 - One of the KT strategies includes leading, supporting and monitoring, leadership competency uptake efforts and creates opportunities for ongoing collaboration and learning in the form of a “Leadership Network”. This will be within the scope of the standards and competencies standing committee and will be developed in the near future. A letter will be sent to members of the expert advisory committee with an invitation to all 7 public health disciplines to join the leadership network. Our committee needs clarification from CHNC regarding covering the costs of the teleconference support in order to hold the meetings.
- 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.

VP Provincial Report submitted by Rosemary McGinnis

- Prepared and submitted annual report to CARNA
- Promoted CHNAlberta membership at Nursing Forums in AHS Integrated Home Care
- Participated in preparation of two abstracts submitted and accepted to build capacity amongst provincial and territorial membership as well as the certification sponsorship project for presentations at the CHNC conference.
- Participated in development of selection criteria for CNA certification funding and educational support
- Participated in review of applications for CNA certification funding
- Participated workshop planning
- Panel member at workshop
- Mentoring and coaching new members
- Farewell lunch for two retiring board members
- Article in CHNAlberta Newsflash

Communications Report submitted by Lani Babin

CHNAlberta Newsflash Highlights:

- New structure initiated for Newsflash, starting September 2015. Consistent monthly structure with assigned content areas and inclusion of: Announcements; Emerging Issues; and, Share Your Story.
- Promotion of new feature in monthly newsletter and on website- Share Your Story, arising from May 2015 workshop. Guidelines developed to support those submitting stories.
- Secured a new website, contractor, and support for change to new site, as long-time provider was ending contract, for launch in early 2016.
- Monthly Newsflash sent to membership on 15th of each month September through June.
- Monthly Newsflash continues to be operated through Mail Chimp services which manages our lists and provides analytics*. CHNAlberta membership consistently shows higher than industry

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average open rates for monthly newsletters (49% compared to industry average of 14%).

- Additionally, our membership shows higher click/open rates linking the reader back to our website (14% compared to industry average of 3%).
- Various other communications sent out to membership as directed by the executive.

* CHNAlberta Newsflash Analytics:

Month 2015 Main Topics	Topics Sent to	% Opened	% Clicked	Most Popular Link
January - Promoting Provincial Workshop	395	37	13	CHNAlberta Events/Workshop
February - Renew Membership - Provincial Workshop	397	39	14	Workshop flyer
March - CHN Connections - Upcoming Workshop (Nursing Leadership)	73	60	18	Connections
April - CNHC Certification - Workshop promotion - Notice of AGM	91	48	10	CHNAlberta Events/Workshop
May - Happy Nursing Week - Workshop highlights	96	57	12	CHNAlberta Past Events
June - Year-end highlights - Planning ahead	97	53	22	CHNAlberta Board
September - Year at a glance - Emerging issue: PD opportunities - Share Your Story	101	53	18	Share Your Story
October - Certification Sponsorship - Emerging issue: Gender Diversity - Share Your Story	103	55	14	Connections- Gender Diversity
November - CHNC/CHNAlberta membership fee changes - Gender Diversity online workshop - Emerging issue: Competencies - Share Your Story	104	53	19	Gender diversity online workshop
December - Certification Sponsorship - Emerging issue: Simulation in CHN Education - Share Your Story	105	58	24	Share Your Story

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Education and CHN Certification Report submitted by Collette Benbow

The focus of the education committee this year was continuing the CHN Certification project. The organization sponsored 8 successful candidates to write the CNAS exam for CHN certification. Seven members have been reimbursed. The other member will be reimbursed in 2016.

Connections is a unique forum for CHNs to connect with each other through guided Link, Think, Share and Act activities. This year the activities included Nursing Leadership and Gender Diversity.

Assisted with expenses for one member, Genevieve Currie, to attend the CHNC Conference in May 2015 in Ottawa. This will be paid in 2016.