

**Badger APIC Business Meeting
January 13, 2009
UW Clinics East, Madison**

CALL TO ORDER: at 10:05 AM by President Maria Leary

Guests: Laurie Green, Ron Kagel – Pam Albrecht, new member from Franciscan Skemp

Thank you to our outgoing board members, Kandi Auel and Michelle Schmitz – your support is appreciated. Welcome to the new board members: Barb Gordon, Bridget Pfaff, Mel Reppen, Linda McKinley.

APPROVAL OF MINUTES: ACTION ITEM: no changes, Diane Dohm moved Sue Bergs second – motion carried.

BUDGET and FINANCE REPORT – Michelle Schmitz

- Finance: Michelle discussed the following:
 - We have a balance of \$11,133.02 as of 12/31/08.
 - We received \$4580.30 from the '08 state conference.
 - Reported 4th quarter expenses; scholarships and minimal expenses.
- Scholarships – Diane Dohm:
 - Reviewed available scholarships and encouraged members to apply.
 - Drawing for no-strings scholarships will be at the next meeting – there will be 5 at \$250 each.

MEMBERSHIP – Ann Berg

- We currently have 93 members.
- Renewals are based on the month you joined. If you are not certain when your membership expires, check the National web site.
- Submit your community service records for our chapter. This information is maintained as part of our national awards program.
- A detailed membership will be available in March for all members.

PROGRAM COMMITTEE – Bridget Pfaff

- The Program evaluations and needs assessments are available.
- At this time there is no meeting location for the March 17 meeting.
- It has been suggested having members record mileage traveled to meetings – we will begin to gather this data.

BYLAWS - no report

INTERNATIONAL COMMITTEE – Linda McKinley

- The committee is trying to get a laptop to our sister chapter and determine how to best use our International Committee funds.
- The committee is also trying to get a member of our sister chapter to attend our state conference and sponsor them as a member of IFIC.

NOMINATING COMMITTEE

- DeAnn Richards is the board liaison.
- The committee will look for a list of open offices at the next meeting.

LEGISLATIVE – Bridget Pfaff

- Responsibility for this report will transition to Brian Virgin; no current report.

RESOURCES

- The end of year report was reviewed by Kathy Noe.
- The activity of items moving in and out of the library is being recorded.

STATE SEMINAR

- State Conference is 4/30 and 5/1 in Pewaukee at the Country Springs Hotel.
- Confirmed speakers include Rutala (environmental disinfection), Sanjay Saint (UTI's), Stout (water mitigation issues). The focus on day two will be disaster preparedness.
- Miki Gould (APIC-NEW) and Diane hope to organize a CIC review session for the conference.
- Bridget will help Miki with the fundraiser – bring your items for donation to the March meeting. We encourage Badger members to participate in prize gathering this year!

PUBLIC HEALTH UPDATE - no report

OLD BUSINESS

- The Guest Policy was reviewed and discussed. This policy will be included in the minutes for review.
- Pressure Ulcer Coalition – this project will be tabled. The Board took this item off of the agenda due to a lack of available funding.
- Web site update: new webmaster for all 4 chapters is Cathy Mueller. She is updating the site. It will be similar. Please get any updates or items for posting to Michelle Schmitz. The goal is to have the site updated by March.
- Chapter outstanding performance winner – Diane Dohm wins the award for 2009! Congratulations!

NEW BUSINESS

- The new chapter logo was reviewed – we will use the template that Nancy Moskal has developed from the National model for all official communication.
- New vendor program – Stericycle and TIDI Products are here today. We look forward to having vendors display products during the lunch break. Vendor acquisition and set up will be managed by the finance committee.
- Marilyn Michels noted that the State Division of Public Health has purchased the AICP program from Gundersen Lutheran. This program is available at no charge to ICP's in the state of Wisconsin – if you know a novice practitioner, encourage them to sign up.

Meeting adjourned at 11:05 AM.

Respectfully submitted,
Bridget Pfaff/attended meeting and recorded

Jeannie Druckenmiller,
Recording Secretary

Begin Committee Meetings and Breakout sessions

Committee Goals for 2009

Resource Committee

- Set up resources 30 minutes prior to meetings.
- Create a list of resources for the web site.

Bylaws Committee

- Monitor National APIC for bylaws changes.
- Address any Badger or National changes/requests quickly.

Membership

- Increase membership to >100.
- Increase diversity in membership especially for public health and environmental services.
- Define CIC certified members and encourage certification.
- Create an educational piece for publication, e.g., Infection Prevention. Submit for publication to Nursing Matters or a lab publication.

Nominating Committee

- Encourage members to run for office for open positions.

Awards Committee

- Determine which Chapter Excellence Award to apply for.

International Committee

- Finalize means to get donated copies of IC materials (electronic or hard copy) to our sister chapter.
- Write letter of invitation to sister chapter to attend WI state conference in 2009.
- Confirm if Badger can sponsor membership fee for sister chapter in IFIC.

Finance Committee

- Encourage attendees / guests to apply for membership.
- New member applications will be evaluated within one week and submitted to National.

Program Committee

- Develop education programs for chapter meetings.
- Continue to provide on-site lunch during meetings.

ACTION ITEM: DeAnn Richards moved and Dick Matushek seconded a motion to accept the committee goals as written. Motion passed.

Program

Clostridium difficile

Living up to its Name.

Meeting adjourned at 3 PM