



Badger APIC Business Meeting
January 11, 2011 – St. Mary's Hospital, Madison

Greetings, we look forward to seeing you all at the next Badger APIC meeting scheduled for January 11th.

Meeting location: (please use map quest to find driving directions from your location)

St. Mary's Hospital
700 S. Park Street
Madison, WI

Hosts: Kristen Steivang and Mel Reppen

Parking:

Visitors should park in the ramp located on the corner of Park and Erin Streets (the entrance is on Erin St.). The parking ramp is located adjacent to the Dean/St. Mary's outpatient building. You will need to cross Brooks St (outside via the crosswalk or inside via the skyway) to enter the hospital.

As you enter the parking ramp, please take a ticket. Mel will have validation tickets for you @ the meeting. When you exit the ramp, 1st insert the parking ticket into the scanner, then insert the validation ticket.

Way-finding:

Our meeting will be held in Bay 1 of the St. Mary's Conference Center. I will have signage posted on both the 1st floor and the street levels to direct you to our meeting room in the Conference Center.

Lunch:

Lunch will be 6" turkey, ham or roast beef subs & chips, purchased from Subway for \$5. We will need to get them the # of subs needed by 10 am, so folks should sign up for lunch as they sign in for the meeting. Beverages will be provided by the meeting hosts.

Board Meeting – 9 AM (Board Only)

Business Meeting & Committee Meetings – 10 AM (all)

Lunch/Networking – 12 PM

Education Session – 1 PM

Parking Lot – 2:30 PM

It is hard to believe this is my final newsletter as your president. As we prepare for the January meeting next week, I hope you are ready for the challenge! The meeting will consist of a workshop to develop abstracts. Some of you may be hesitant to share your experiences, but I challenge you to consider the opportunity you have to help your peers by bringing your story.

As I prepared for the meeting and writing this newsletter, I was struck by a phone call I received from a Badger peer. She had an operating room dilemma and described some environmental problems they had been having. She said it was very unusual and was hoping I could help her out. What surprised us both was that her experience was very similar to one that I had a few years ago and I was able to help her solve her current riddle. It was at that moment that I realized the "it could happen to you" moments that we all have in the world of infection control are just the type of moments that would make great abstracts. I challenge you to think of those moments, and to consider the opportunity to share your victories with your peers. As you prepare for next week, I dare you to think of the best "they will never believe this" moment you have had over the past year and be ready to draft your abstract for the 2011 Wisconsin APIC Conference.

It is with great pleasure that we will welcome a new slate of officers at the meeting next week. As usual, the new year will bring unexpected twists and turns for each of us. I hope you are looking forward to utilizing your APIC network to help you get through the challenges of Infection Control. Looking forward to seeing you next week!

New Bonus – Notes from the break-out sessions included as an additional attachment to this newsletter!

**Business Meeting Agenda January 11, 2011
10:00 AM – 3:00 PM**

Location: St. Mary's Madison

10:00 Welcome

1. Agenda Review-Call for additional items. 1-minute
2. Approval of September Meeting minutes. 1-minute
3. Lunch
4. Welcome New Members & Guests - reminder, please wear name tags!
5. Board and Committee Reports-

Finance	Brian Virgin
Scholarship	Brian Virgin
Membership	Mary Jo Stokes
Program	Mel Reppen
Bylaws	Peg Dobrovolny
International	Linda McKinley
Nominating/Awards	Kathy Noe
Resource	Dick Matushek
Legislative	Brian Virgin
Public Health Updates	Gwen Borlaug

6. State Seminar Plan for 2011
7. Other new Business:
 - a. Strategic Planning
 - b. Goals – 2011
 - c. Chapter Leader/Outstanding Performance Awards

11:00 Committee Breakouts – please participate and consider joining a group for the year.

- Finance
- Membership
- Program
- Bylaws
- International
- Nominating and Awards
- Resource

11:30 AM Subgroups – participate in group discussion about topics that challenge you!

- Acute Care
- Long Term Care
- Home Health
- Employee Health/AOHN
- Ambulatory Care

12:00 PM Lunch

1:00 PM Program

1:00 – 2:30 It Could Happen To You – How to Write an Effective Abstract

2:40 PM Parking Lot

3:00 PM Adjourn



Badger APIC Business Meeting
November 16, 2010
Upland Hills Health, Dodgeville WI

CALL TO ORDER: at 10:02 AM by President Bridget Pfaff

- New Members / Guests: - Heather Frank, Crestview / Mile Bluff Nursing Home, New Lisbon
- Barry Watkins – Schilling Supply, La Crosse
- Linda Groupa, Gundersen Lutheran, La Crosse
- Trudy Ciszek, Middleton Village Nursing Home, Middleton

Thanks to Maria Leary and Upland Hills Health for hosting this meeting.

Lunch today is \$5 = soup and sandwich provided by Upland Hills Health.

APPROVAL OF MINUTES: ACTION ITEM: Brian Virgin moved and Mary Jo Stokes seconded a motion to accept the minutes of the September 2010 meeting as written. Motion passed.

NEW AGENDA ITEMS – Strategic Planning.

BUDGET and FINANCE REPORT – Brian Virgin

- Budget - Brian received the check from the 2010 WI State APIC Seminar which is reflected in the revised totals below:
 - Regular ending balance \$17,146.66 (formerly \$15,555.67)
 - Regular checking balance is \$1837.37
 - Regular Money Market fund balance is \$10,090.05 (formerly \$5818.23)
 - State Conference Reserve money market fund balance is \$3013.18
 - Expense reimbursement forms are available. See Brian if you need one.
- Scholarships
 - There are 10 \$100 scholarships available for use in the current calendar year or an infection prevention-related educational function. Recipients must “give back” to the chapter (chair a committee, run for office, serve as a speaker, organize a chapter lunch) and share what you learned with your scholarship.

MEMBERSHIP COMMITTEE – Mary Jo Stokes

- The Membership and Program Committees will meet separately today.
- Mary Jo and Bridget are finalizing the photo chapter directory and will have copies available at meetings, but it will not be posted online.
- Please sign in and carefully check your e-mail address. If you aren't getting Badger APIC mailings, check with your IT department to see if pop-up blockers or firewalls are in place at your facility that will prevent your getting these important mailings.
- We currently have 99 plus one new member = 100. Our 2010 goal!
- Please bring and wear your nametag during the meeting.
- Members were asked their opinion regarding sending a letter to HC Facility CEOs promoting the benefits of membership in APIC.

- Should the letter go to the CEO or to the member to forward to the most appropriate person?
- Video conferencing – an expensive and challenging alternate to face-to-face meetings.
- This chapter is widely spread out, geographically; from the Mississippi River to Jefferson Co and south to the state line.
- The committee will evaluate meeting attendance by location and time of year to see if either is a factor.
- Another suggestion was to send CEOs a letter thanking them for their support of APIC by allowing their IP to attend. State surveyors always ask if the IP is a member of APIC. The letter could also be used by the IP to target his/her resources.
- Long Term Care
 - We need to enhance membership with this vital group. Is there a member from LTC that will work on the committee and with the Board to increase outreach to LTC? Someone please come forward.
 - It was also suggested we target stand alone Ambulatory Surgery Centers (ASCs).
 - The issue of monitoring HAIs will eventually include ASCs, LTC and Home Health.

PROGRAM COMMITTEE – Mel Reppen

- The speakers today are Terry Moen (OSHA –related topics) and Dennis Tomczyk. (H1N1 Lessons Learned at DPH.
- Meeting evaluations and the 2010 needs assessment are used to determine speakers and topics.
- It was suggested we open our needs assessment to the entire group via Survey Monkey to get additional input from people who do not attend meetings. This will e-mailed to all members.
- The January meeting is at St Mary's, Madison. The topic will be a group discussion / roundtable to create an instructional abstract. WE ARE ASKING SOMEONE TO VOLUNTEER A TOPIC FOR THIS PURPOSE. PLEASE CONTACT LINDA MCKINLEY, BRIDGET OR JEANNIE IF YOU ARE INTERESTED.
- We will continue to offer lunch on site for a nominal fee.
- Mel is asking Program Committee members to share the responsibility of meeting coordination. A To-Do List for a meeting was passed around. It would be helpful if each committee member could co-ordinate at least part of each meeting *i.e.* find a host; arrange lunch; contact a speaker.
- Please fill out the Meeting / Program Evaluation Form. Results will be shared with the membership in the Newsletter. These evals are important in determining future speakers and topics.
- Meeting locations and hosts are set through 2011, but we need suggestions for speakers and topics.

BYLAWS – Peg Dobrovolny

- Nothing to report.

WORLDWIDE RELATIONS (INTERNATIONAL) COMMITTEE – Linda McKinley

- The money we sent to our Sister Chapter in Nairobi was used in rural areas to educate people about cholera.
- We are preparing to submit the poster entitled *Witness to the 21st Century Infection Preventionist: Establishing a Sister Chapter Partnership in Kenya* to the AJIC journal.
- The potential “benefactor” turned out to be mostly interested in promoting a product.
- IFIC contacted Badger and has suggested the chapter become a member of IFIC.

NOMINATING and AWARDS COMMITTEE - Kathy Noe

- None of the offices for 2011 were contested. The 2011 slate of officers is as follows:
 - President Elect – Linda McKinley
 - Treasurer Elect – Dick Matushek
 - Membership Secretary – Mary Jo Stokes
 - 1 year Board of Directors – Mary Flynn
 - 2 year Board of Directors – Peg Dobrovolny
 - Recording Secretary – Michelle Schmitz
 - Nominating / Awards Committee – Anna Hutchings and Lily Postel (not a Board position).

- We will use the electronic balloting (Survey Monkey) to solicit nominees for the Chapter Leadership Award and the Outstanding Performance Award and to solicit input from members who do not attend meetings regarding membership and meeting issues. Look for the survey soon.

PUBLIC HEALTH REPORT - Gwen Borlaug

- Managing Patients with Bed Bug Bites – a disease fact sheet is in the process of development on this topic.
- TDaP for Adults over the age of 18 – for more info, visit <http://www.medscape.com/viewarticle/731394?sssdmh=dml.645237&src=nldne&uac=84089SV>
- Retirement – Jeff Berg from the WI Immunization Program is retiring after 42 years in the program.
- Norovirus – increased activity in WI.

LEGISLATIVE REPORT –Brian

- Nothing to report.

RESOURCES

- Dick Matushek cannot be here today. Dick will be our treasurer-elect in 2011 and we will need additional help with chapter resources.

2011 STATE SEMINAR – Bridget

- Thank you to the chapter members on the State Seminar Committee. Badger netted approximately \$4800.
 - Nancy Moskal noted that The Seminar Committee is working to equalize the distribution of the profits. If a chapter is lacking equity they will be notified first of an open position on the committee. If the chapter is not interested, the other chapters will be given the opportunity. Term limits have not been established.
 - SAVE THE DATE: APRIL 28 – 29, 2011.
 - Start shopping for the fundraiser. Badger APIC earned \$1100 for our Sister Chapter as a result of this year's fundraiser. Michelle Schmitz said she could help get a space on the website to target the fundraiser.

STRATEGIC PARTNERSHIPS – Bridget

- Badger received a Chapter Excellence Award in 2008 for Membership Support and in 2009 for World Wide Relations.
- We would like to start working toward applying for an award in Strategic Partnerships. In doing this we can celebrate our successes in working with our communities (schools, EMS, fire departments), public health agencies, educational presentations within our community / county, vendor partnerships, HAI issues, partnerships with consulting group (QA, HRSA). Please keep a record of what you do to help with this important initiative.

MISCELLANEOUS

- Congratulations to Anna Hutchings who got the open position at Meriter.
- Please fill out and turn in your program evaluations.

Business Meeting adjourned at 10:59 am.

Respectfully submitted,

Jeannie Druckenmiller, Recording Secretary

11:00 Begin Committee Meetings followed by Break-out Focus Groups. Noon: Lunch -\$5 gets you soup and a sandwich.

1:00 pm - Program: Terry Moen followed by Dennis Tomczyk

Terry will be forwarding some useful OSHA websites to the membership. Terry is retiring Jan 2, 2011

Dennis suggested checking the Wisconsin Hospital Assn website for its Allocation of Scarce Resources Recommendations.

YOUR FEEDBACK IS VERY IMPORTANT!!

Rate each area according to the following scale: **4=Very Satisfied 3=Satisfied 2=Slightly Dissatisfied 1=Dissatisfied**

Very Satisfied ~~~~~~Dissatisfied

1.	How satisfied were you with the information presented at the business meeting?	4	3	2	1
	Comments: 3.8 <i>Unable to hear all speakers during business meeting</i>				
2.	How satisfied are you with the committee meetings? Are you learning more about the organization by participating?	4	3	2	1
	Comments: 3.7 <i>Need more time</i> <i>Yes (response to 'Are you learning more...by participating?')</i> <i>Very good comments/discussion</i> <i>Need to explain committee purposes to all members – new & old – prior to breakout</i>				
3.	How satisfied are you with the break-out sessions? Are they meeting your needs? Are you being provided with enough time for networking?	4	3	2	1
	Comments: 3.65 <i>Need more time (2)</i> <i>Wish this session could be longer</i> <i>I couldn't attend breakout session as I was still working on committee items</i> <i>Excellent discussion – small group</i> <i>Would like more time with this & more focused</i>				
4.	Did you feel comfortable offering comments and asking questions during all parts of the meeting?	4	3	2	1
	Comments: 3.8 <i>Recorded well, can these summary notes be part of the minutes?</i>				
5.	Presentation: <i>OSHA Proposed Rule-making for Infectious Diseases (Terry Moen)</i>				
	The topic was clearly stated 3.6	4	3	2	1
	The content was relevant to the presented topic 3.6	4	3	2	1
	The teaching methods were effective 3.4	4	3	2	1
	The content met my personal learning needs 3.5	4	3	2	1
	Presentation: <i>Healthcare Preparedness: Lessons Learned from the H1N1 Pandemic (Dennis Tomczyk)</i>				
	The topic was clearly stated 3.95	4	3	2	1
	The content was relevant to the presented topic 3.95	4	3	2	1
	The teaching methods were effective 3.9	4	3	2	1
	The content met my personal learning needs 3.95	4	3	2	1

	<p>Comments:</p> <p><i>Very good program today</i></p> <p><i>The OSHA handouts should have been organized</i></p> <p><i>OSHA handouts confusing</i></p> <p><i>A lot of good info with parking lot</i></p> <p><i>Slides/overheads</i></p> <p><i>Very nice – thank you</i></p> <p><i>Two great experts!</i></p>				
6.	Overall, how well did this meeting meet your expectations?	4	3	2	1
	<p>Comments: 3.7</p> <p><i>Need to meet in rooms with enough table seating for everyone</i></p> <p><i>Wish OSHA talk was more focused on Infectious Diseases risk or implications for future to ICP</i></p> <p><i>Good meeting; excellent lunch</i></p> <p><i>Great group - Wonderful opportunity to get questions answered</i></p>				