



**Badger APIC Business Meeting
November 15, 2011
Agrace HospiceCare, Madison, WI**

Greetings! We look forward to seeing you all at the next Badger APIC meeting on November 15th.

Board Meeting – **8:30 AM** (Board Only)
Business Meeting/Committee Break-outs – 10 AM
Lunch/Vendors – 12 PM
Education Session – 1 PM
Parking Lot – 2:30 PM

Location: **Agrace HospiceCare**
 5395 E. Cheryl Parkway
 Madison, WI 53711
 (please use map quest for driving directions)

Parking in the front of the building is limited, but ample parking is available on the east side of the building and also on the street (E. Cheryl Parkway). We will be meeting in the Ruth Solie Dining Room. Please enter on the Anderson section (far right as you face the building from the parking lot) and arrows will point the way.

Hosts: **DeAnn Richards and Diane Dohm. *Thank you, Ladies!***

Lunch: **Lunch will consist of light herbed lasagna, hearty green salad, bread, brownies/cookies, with choice of soda or water for \$6.00/person**

Planning, planning, and more planning. Sometimes it feels like there's no time for *doing* because of the need for incessant planning. Will it ever end? I wouldn't count on it...and we ***shouldn't*** count on it, either! After all, our ability to plan for the probable, the possible, and even the unlikely is one of the hallmarks of a good Infection Preventionist. How better to help our health care colleagues wade through the intricacies of dealing with an influenza pandemic, a disaster that compromises the facility's potable water supply or an unusual cluster of surgical site infections on the Orthopedic unit? Luckily for us, we have the opportunity to learn from two of our profession's best planners, as Bridget Pfaff and Mary Jo Stokes present a workshop on planning, writing and implementing an Infection Control Risk Assessment (ICRA). So, come prepared to ask questions and to share your own experiences with and tips for conducting a thorough assessment of the infection risks in your health care facility.

Speaking of planning, APIC-Badger recently laid the foundation for our future by electing a new slate of eminently qualified individuals to serve as chapter leaders in 2012 and beyond. Please be sure to take a few minutes to congratulate them and to thank them for their willingness to serve our chapter. Also, please give some thought to serving in a chapter leadership role in the future. Members of the Nominating & Awards Committee would be happy to discuss the opportunities to serve that will be available in 2013.

Lastly, I hope you're all as excited as I am to hear a very special presentation from the Meru Agrace participants, as they share the story of their amazing partnership with the Meru Hospice in Kenya. What a rich and full day we'll have together, as we gather in Madison on November 15th. I hope to see you all for this last meeting of 2011!

Business Meeting Agenda November 15, 2011

10:00 AM – 3:00 PM

Location: Agrace HospiceCare, Madison, WI

10:00 Welcome

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

Finance/Scholarship	Brian Virgin
Membership	Mary Jo Stokes
Program	Linda McKinley
Bylaws	Peg Dobrovolny
International	Mary Flynn
Nominating/Awards	Bridget Pfaff/Nancy Moskal
Resource	Diane Dohm
Legislative	Brian Virgin
Public Health Updates	Gwen Borlaug

5. Badger Chapter website
 - a. Posting meeting schedules, agendas, minutes & newsletters
 - b. Frequency of updates
 - c. What else would you like to see posted there?
6. Hepatitis B immunizations & tiers – Maria Leary (see attached article)
7. Other...

11:00 Committee Breakouts – please consider participating in one of these groups for the year.

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

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/Vendors

1:00 PM Program

1-1:30 PM – *The Meru Agrace Story* - the Meru Agrace participants

1:30-2:30 PM – *Infection Control Risk Assessments* – Bridget Pfaff & Mary Jo Stokes

2:30 PM Parking Lot

3:00 PM Adjourn

2011 Badger APIC Business Meeting
September 13, 2011
Cedar Creek Country Club, Onalaska

CALL TO ORDER: at 1005 AM by President Mel Reppen

- Additions to agenda – none
- New Members:
- Guests:
 - Cindy Firari from UOMed Foundation
 - Colleen Bonsach from Bethany Riverside Lutheran Homes
 - Stacey Christiansen, Terry Reidmark and Kate Nevin from Gundersen
 - Paula Stelsel from the Dept. of Corrections
 - Eileen Scalise from MetaStar

Thanks to Bridget Pfaff and CareFusion for hosting the meeting.

APPROVAL OF MINUTES: Approval of minutes with no changes.

Lunch provided by CareFusion.

BUDGET and FINANCE REPORT – Mel Reppen for Brian Virgin and Dick Matushek (see attached report for details)

- Total Ending balance \$ 14,509.64
- Regular checking balance is \$1,173.83
- Regular Money Market fund balance is \$8,205.93
- State Reserve Fund - \$3015.32
- Sister Chapter fund – \$2,114.56
- Scholarship fund: \$500.00 still available from the general scholarship fund.

MEMBERSHIP COMMITTEE – Mary Jo Stokes

- Mentor and Mentee paperwork available to sign.
- Paperwork to sign for meeting attendance.
- Down members, Membership count went from 89 to 87 since last meeting
- Bridget and Mary Jo have asked the board to approve the use of the My APIC as our chapter directory. Mary Jo will set up directions for My APIC with screen shots for members. The goal is to have all members on the list serve by November.
- Signup sheets for committees available for breakout sections.

PROGRAM COMMITTEE – Linda McKinley

- There were 2 sign in sheets and 2 evaluations for this meeting.
- November 2011 meeting will be hosted by DeAnn Richards at Hospice. The program will be Infection Control Risk Assessment by Bridget Pfaff and Mary Jo Stokes.
- January 10, 2012 meeting program will be Quality Improvement in Infection Control at the Dept. of Corrections.
- 5 meeting sites are still needed for the 2012 calendar year. Topics identified by members for programs include; multidrug resistant organisms, surveillance, NHSN definitions, Mandatory Influenza Vaccination and National Patient Safety Goals.

BYLAWS – Peg Dobrovolny

Nothing to report.

WORLD WIDE RELATIONS / INTERNATIONAL COMMITTEE – Linda McKinley

Needs assessment from the Nairobi Sister Chapter include:

- Financial assistance to purchase or print educational materials
- Linda will have a discussion with Rose regarding the purchasing of the APIC text.

- The board is questioning what the money is used for that we provide to the sister chapter. Linda will ask Rose to provide in writing what the money is used for.
- The board approved \$1000 be sent to Nairobi via wiring to their bank. Membership approved \$1000. Bridget Pfaff made the motion and Rose Cantu seconded it.
- Rose nominated as a presenter for the 2012 National APIC. Funds are still available to supplement Rose's trip to National APIC 2012 if she is selected as a speaker.

NOMINATING and AWARDS COMMITTEE – Peg Dobrovolny and Bridget Pfaff

- Anna Hutchins will resign for her 2nd year of her two year term as board member to fulfill the Treasurer/Treasurer Elect position.
- Nancy Moskal volunteered to take Anna's 2nd year of her two year term as a board member.
- The 2012 board nominees are complete. Since there is only one person per position, no formal election needs to occur.
- Bridget Pfaff made a motion and Melody Bahr seconded that motion to approve the new board members as written in the attached.

PUBLIC HEALTH REPORT – Jeannie Druckenmiller for Gwen Borlaug

See attached PowerPoint presentation.

LEGISLATIVE REPORT – Brian Virgin and Mel Reppen

Nothing to report.

RESOURCES/VENDORS –

There were no vendors for this meeting.

WEBSITE FILE MAINTENANCE – Michelle Schmitz

Michelle Schmitz has completed the back-up of all electronic data files. A copy of all Badger Files will be kept on the Badger APIC laptop and Badger APIC flash drive.

2011 STATE SEMINAR – Linda McKinley

Linda will be resigning her position on the State Conference planning committee as part of the vendor committee. She is asking for a volunteer from the Badger Chapter to take her place. As a member of the planning committee, your conference fee is free. A position description is available from Nancy Moskal. You will be involved in phone teleconferences and only 1-2 face to face meetings. Contact Linda McKinley or Nancy Moskal if interested.

NEW BUSINESS – Mel Reppen and Maria Leary

Both Mel and Maria shared that St. Mary's Hospital and Upland Hills Health will be mandating influenza vaccination this year for all employees. Both systems will have declination forms with the only opt out option of a written document from a physician or religious leader. St. Mary's will be making those who opt out wear a mask. Upland Hills Health will not be making those who opt out of influenza vaccination wear a mask while working.

Business Meeting adjourned.

Respectfully submitted,

Michelle Schmitz,

Recording Secretary

BADGER APIC EVALS (from September 13, 2011)

Total turned in= 21

#1. How satisfied with info at business meeting?

3.79 (range 3 to 4)

There were 2 sheets not completed for this question (including one person who attended only the biofilm presentation).

Comments: *Good use of time finalizing the voting at the meeting*

#2. How satisfied are you with committee meetings? Are you learning more about the organization by participating?

3.68 (range 3 to 4)

Again, 2 sheets not completed for this question, including the person who only attended the biofilm. The other person was not the same other who did not complete #1.

Comments: *International committee was lacking a leader & needed notes to help out.*

#3. How satisfied are you with break-out sessions? Are they meeting your needs? Are you being provided enough time for networking?

3.57 (range 2 to 4)

7 sheets did not have this question completed

Comments: *Need more time*

Are there other ways or groups to reach out internationally

#4. Did you feel comfortable offering comments/asking questions during all parts of the meeting?

3.85 (range 2-4) (one sheet not passed in). there were no comments on this question

#5 Biofilm presentation:

_____ **Topic was relevant: 3.95** (3-4)

_____ **Content relevant: 3.95** (3-4)

_____ **Teaching methods effective: 3.67** (2-4)

_____ **Content met my personal needs: 3.75** (3-4) one form left this blank

Comments:

Excellent program, very knowledgeable speaker

Presentation was well done, but felt it went on too long

Almost too many studies to review in presentation

Too long

Too long

Good program but very lengthy

Lucky to have such a great teacher

#6. Overall, how well did this meeting meet your expectations:

3.95 (range 3-4) 2 forms did not complete this question

Comments:

Enjoyed speaker, nice location

#7. If you answered any of the above with a 1 or 2, please explain.

There were no 1's. The 2's were included in above comments. There were no specific comments to #7.

Miles driven (not sure if some did round trip here; should it be more specific?)

Average was 113.26 Range was 5 to 360

One form did not complete this; another wrote 2.5 hours so I discarded this answer

Preferences for meeting location included: rotational sites are nice; open; madison area; rotate; Madison & Waseau; Madison; none; rotate; Wisconsin Dells; Dane County; Madison & Mauston; more centrally located; Madison; no preference; LOVED THE LOCATION

Suggestions for topics: biological warfare; working w/vendors; mandatory flu vaccination; MDRO's; infection control research; training for staff in LTC; mandatory flu implementation; MDRO, VAP, GNR