

**Occupational Health Nurses Interest Group OHNIG
Minutes - Annual General Meeting AGM
November 23, 2012 - 4:30pm to 6pm**

OHNIG Executive Present: Maila Riddell, Jean Booth, and Jill King
Absent: Louise Caicco Tett, Carly Reisler
Members: Elizabeth McGroarty

Agenda Item	Discussion and Resolution
<p>1. Introduction</p> <p>Welcome to OHNIG executive</p> <p>Welcome to Carly Carly Reisler 3rd year Ryerson nursing student who is OHNIG new student representative</p> <p>Minutes OHNIG AGM 2011</p> <p>Discussion re Champion Advisors</p>	<p>Those that are absent will be informed later of the details.</p> <p>Approved by OHNIG to pay the RAO student fees for Carly.</p> <p>Minutes approved</p> <p>OHNIG need a Champion Advisor for planned projects. Maila will follow up with a group of OHNs she met with recently to see if there is any interest.</p>

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<p>2. OHNIG presented the Bank reconciliation and the year end balance</p> <p>Chairperson and Secretary Signature Nov. 26, 2012</p>	<p>OHNIG acknowledged the low balance and decided to reduce spending over the next four months Nov to Feb.</p> <p>It is expected that RNAO will forward this years OHNIG fees [Nov 1 2012 - Oct 31 2013] on or around February 2013</p> <p>Estimated incoming membership fees, based on reaching 250 OHNIG members would be - \$20 fee x 250 = \$5000.00</p> <p>The major expenses this year - two "free" education workshop, the Career Fair and the attendance of three executive to the provincial OOHNA Conference in Niagara.</p> <p>Current bank balance [year end not finalized] \$400.00 approx.</p> <p>OHNIG budgeting for upcoming year's expenses will be limited to member research survey and 3 RNAO meetings.</p> <p>OHNIG reconciliation accepted. Approved by Jean Booth</p>
<p>3. <u>END Goals</u> reviewed to determine if 2012 activities accomplish our goals</p> <p>To collaborate with other RNAO nursing interest groups in developing Best Practice Guidelines, based on best available evidence</p> <p>To raise the awareness of Occupational Health Nursing Scope of Practice and Occupational Health Nurse Standards</p> <p>To influence the development of the field of occupational health nursing as a career choice for nurses</p> <p>Completion of three Injury clips on web site depicting visual of nurses work injury. Plus instruction tool "what to do"</p>	<p>OHGOHNIG executive agreed the 2012 activities did meet specific END Goals.</p> <p>The collaboration with another interest group to present to the Windsor Chapter business operation "Perils and Pearls" was a well received</p> <p>The 2nd workshop "You Can Do it" and "Nuts and Bolts" business operation at the morning breakfast workshop in April</p> <p>In March OHNIG created an OHNIG exhibit Display to be used at the RNAO Career Fair May 11, 2012 The OHNIG booth was very popular for new grads and current RN seeking alternate opportunities.</p> <p>"The Take Care Be Aware" Safety Video clips are meant for all nurses to safeguard them from injury/illness. The education power point is an on line instruction tool for all RN's, teachers, and work sites to meet their due diligence to teach workers safety prior to starting work..</p>

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<p>4. Acceptance of Strategic Plan 2012 - 2014</p> <p>To be the voice within RNAO for the specialty practice of Occupational Health Nursing</p> <p>To contribute to a high quality of care, based on the primary health care principles, for the people of Ontario</p> <p>To support RNAO policy of excellence in nursing</p> <p>To recognize, network, lead and participate in political action, and public education</p>	<p>OHNIG executive approved the following for the next two years</p> <p>To perform a research survey, using Survey Monkey ,of the OHNIG members pertaining to the perception of their work. Research will be qualitative phenomenological research study. The research questions formulated by OH Nurse champions and non health care champions -professors, lawyers, business. The research will be specific to Occupational Health Nurses Perception of their Work.</p> <p>To join in monthly "Meet Ups" with nursing and health care colleagues to informally make others aware of Occupational Health Nursing scope/career.</p> <p>Research Methodology research proposal, timeline, involvement Selection of Champion Advisors to be done Nov to February.</p>

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<p>5. Occupational Health Nurse <u>Policy Practice Political Action</u></p> <p>Promote the nursing profession within the four domains of nursing, i.e., people, health, environment and nursing</p> <p>Advocate for Primary Health Care Principles bringing health care as close as possible to where people live and work</p> <p>Advance a professional profile scope of practice that provides essential health care delivery in a workplace that promotes, prevents and protects workers from injury or illness</p>	<p>OHNIG will work towards policy, practices and political actions to:</p> <p>OHNIG discussed joining with other nursing colleagues to create open forum sessions around the province with the general population. Hopefully to attract younger generation to aging population to complete a research questionnaire.</p> <p>By combining our efforts with colleagues to do public forum meetings we may be able to collect specific "health care" information:</p> <ul style="list-style-type: none"> • what health care received? • where do you receive? • who did the care? • where needs met? • what else is needed? <p>Specifically what workplace services for health care, injury follow up, rehabilitation, and return to health from injury and illness</p>
<p>6. Membership Report</p>	<p>OHNIG goal was 250 and we reached membership numbers to 253.</p> <p>OHNIG will continue to increase this number.</p> <p>Discussion included to continue – to have # 1 a challenge for a catchy slogan “ # 2 get a friend to join and OHNIG will give you a \$20.00 gift certificate”</p> <p>OHNIG will continue to offer membership bonus i.e. 2 for 1 if a OHNIG member brings in a new member and the sponsor gets OHNIG fee paid</p> <p>Helen Ayer to work on increasing member numbers. OHNIG newsletter and email bulletins and quick tips for OH nurse members to use for their employee at their work site.</p>
<p>7. <u>Members Voices</u> Reporting to RNAO</p>	<p>Thank you Jill King for keeping RNAO well informed through the “Members Voices” of the OHNIG activities</p>

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8. New Business	OHNIG decided to use web site as major resource for any RN seeking career knowledge on OH nursing. A decision to add to the OHNIG web site Links and Resources inclusive of COHNA, OOHNA, CNA and other explanatory research papers on Occupational health Nursing
(Meeting Closed)	April 2013 OHNIG Business Meetings mid year year to date progress Sept 2013- Strategic planning for 2014 Next meeting OHNIG AGM Nov. 16, 2013