

## Notes of teleconference of ICS nursing Committee on Monday, Oct 13, 2014

Present: Donna Bliss, Sharon Eusticw, Veronica Hagar, Kathleen Hunter, Karen Logan, Mary Wilde

Minutes will need to be approved when we have a quorum;. Donna will ask ICS office if this can be done via ICS online forum.

Nursing Committee will have opening for new members.

Donna reviewed her report to the ICS Trustees.

The committee members supported Donna's decision to sunset the 2 work groups due to lack of activity and need to focus committee activities, and align with ICS strategic plan. Nurses page on website was updated and Mary Wile was added as coopted member of committee from last year.

Members supported combining the Education and Practice subcommittees into one as there is overlap of their activities with the Education and Research subcommittees in the terms of office. After ICS meeting in Rio, Donna will find out how to change the committee's terms of office. Members favored using task forces for various committee projects/activities and involving nurse members outside of the Nursing Committee and members of other ICS committees.

Donna identified regular ongoing activities of the following Nursing Committee subcommittees:  
Research subcommittee—to review scientific abstracts submitted for annual scientific meeting;  
Education—to assist in planning a nursing workshop involving nurses local to the meeting;  
Communications—keep info on website current and relevant for nurse members of ICS, and submit a short article to ICS newsletter 1-2x/yr.

Donna shared letter from A. Waag about interest of ICS in funding a consensus document. The committee was interested in doing one and so we need to identify a topic and perhaps submit a proposal to lead one.

Sharon reviewed results of a survey of former ICS nurses members about why they have not renewed their membership. The results provided some helpful guidance for engaging members better. Members identified several ideas about attracting members to website and ICS including posting News from Nurse Members about successes (awards, new publications, tools or resources they developed and have available, new guidelines, etc). A process will need to be developed to advertise this and accept info and criteria perhaps if we start to get very many submissions. Perhaps we could include an enticing link to new news on our webpage along with ICS emails to membership. Donna has been coin communication with planners for 2015 meeting in Montreal and will inform them of some survey results.

Donna discussed that she is no longer interested in having research abstracts presented during the Nursing Forum at the annual meeting. Instead we want to encourage our members to submit to the scientific meeting. Committee want to discuss the issue of nurses not having abstracts accepted in the past (many of those on Nursing Committee had rejections) with the Scientific committee. We hope nurse abstract reviewers will help change this pattern. We need to make a plan to inform nurses that things have changed and to submit to meeting in Montreal.

Donna asked committees to develop a work plan for the subcommittees and the committee within 1 month after the Rio meeting.

**Committee will have an informal meeting in Rio Monday 20<sup>th</sup> October at 9.00am 1.5 hrs in room 11 in the convention centre, tea and coffee will be available in the room. Kathleen with chair and take notes to her with Donna and committee.**

### Action items for Rio meeting:

- list ideas for topics for a proposal for a consensus document as part of our committee workplan
- list ideas for communications with members and for new website info
- brain storm new idea for committee work for 2015 or beyond
- begin to develop a work plan for the Nursing Committee

Donna plans a followup teleconference and online forum discussions among committee after Rio meeting related to the work plan