



Monthly Business Meeting Minutes
 January 2, 2014
 Theme for 2014: Hand in Hand

1. Welcome
 - a. Thank you to our speaker! **Jackie McFarlin, MPH, MSN, RN, CIC**
 - b. Thank you to our vendors! **Molnycke** and **GOJO**
 - c. Visitors/new member introductions **Visitors from Methodist Mansfield, Dallas Medical Center, DSHS, and Baylor Dallas were welcomed.**

2. Approval of Minutes for November 7, 2013 **Minutes were approved without changes.**

3. Old Business
 - a. Election results – officer introductions **Anju Varghese, APIC-DFW President, welcomed everyone and introduced the 2014 board members.**
 - b. Make-up Christmas party **The party will be next month at the regular meeting time. No speakers for February. There will be food, awards, and prizes. There will not be a charge to attend. Members who registered for the previously scheduled date should have received a refund. The members were reminded to bring donations for Parkland Rape Crisis, and money for the raffle.**

4. New Business
 - a. Looking forward to 2014 – theme, meeting locations/dates **Anju announced the chapter’s new theme, “Hand in Hand”, describing her belief in supporting people, providing recognition and encouragement. She handed out an “Anjou” pear as a prize for guessing the type of pear.**

The members were reminded that April’s meeting will be held at a different THR location due to room availability.
 - b. 2014 Committee Chair introductions **Anju introduced the committee chairs and provided a description of each of their roles.**
 - c. 2014 Operating Policies and Bylaws **Once approved, they will be made available on the website under the ‘Members Only’ section.**
 - d. Website issues/communications **There is an intermittent issue with the server. The website is based on Internet Explorer 11.0 and does not work interactively with older versions of Explorer, Google Chrome or Mozilla Firefox. Please let Terri Goodman know about any issues. The members were asked to make sure they were receiving emails; email is sent to the address on file at national APIC. If members wish to receive email at an alternate address, Terri can add the information to her database separately.**
 - e. APIC Leaders call information **Anju explained certain limitations to the use of chapter funds: as a non-profit, chapter monies may not be used to help individuals but instead for activities that benefit the chapter as a whole.**

5. Treasurer’s report: **(Closing balance as of Nov. 30)**

	Dec 2013
Opening Balance, checking	45018.20
Income	5198.78
Expenses	6277.81
Closing Balance, checking	43939.17
CD	8446.47
Total	52385.64

6. Board Report: Mary Fulton, Board Chair **Mary Fulton discussed the Strategic Plan, which will be more closely aligned with national APIC’s plan for 2020. Input from the members is welcomed.**

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7. Officer Reports:
8. Committee/SIG announcements:
 - a. AIDS Resources: **Fide Valencia & Karen Lomas - \$56.74 was collected today.**
 - b. Awards: **Melicia Brown & Nicole Garner**
 - c. Conference: **Brenda Helms & Nichol Andrews**
 - d. Education/Program: **Margaret Martin, Jackie McFarlin & Janet Glowicz**
 - e. ESRD LAN: **Janet Glowicz**
 - f. Governmental Affairs: **Stephanie Kreiling – Proposed rules in December 6th Texas Include amendments defining CRE and MDR Acinetobacter as public health emergencies, immediately notifiable. Diana Cervantes from Tarrant County Public added that a CRE reporting toolkit is coming and April is the anticipated reporting start date.**
 - g. Historian: **Regina Suniga – A “back up” person with photography skills is needed to assist the historian.**
 - h. Membership: **Nancy Cushion – Reminded everyone to sign in. Important for vendors as well.**
 - i. Nominating: **Jerry Kelley**
 - j. Novice IPSIG: **Brenda Helms – Meets after the business meeting.**
 - k. Professional Advancement: **Cheryl Sharp & Jerry Kelley – Official practice test at February meeting.**
 - l. Public Relations/Website: **Terri Goodman & Donald Chitanda – Donald is the liaison for Chapter promotion. Patti Grant is the national liaison.**
 - m. Social: **Brenda Bassett & Sharon Holmes**
 - n. Sunshine: **Pat Jackson & Libby Luterman**
 - o. TSICP: **Doramarie Arocha – January 13th and 14th: Galveston Essentials Course.**
 - p. Surveillance SIG: **Kim Newman**
9. Announcements/Open Forum: **Diana Cervantes from TCPHD asked for IP’s to report cases of Bipolaris as they are investigating multiple cases across several facilities. For severe influenza-like illness, please test with PCR, especially if vaccinated and/or given antivirals.**

CAA provides financial assistance for certification exam. Applications open in June. Information is on the national APIC website. If approved, candidate has one year to take the exam.
10. Adjournment: Next meeting will be Feb 6th, 1pm, THR/Arlington

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