

Meeting Name	CNO Advisory Council		Council/Meeting Minutes	Please check off all components and indicators that relate to each topic being discussed.	
Location	Boardroom/Virtual				
Date	11/18/20				
Time	3:00 pm - 5:00 pm				
Conducted By	Mary McDermott, MSN, RN, APRN, NEA-BC				
Recorder	Kathleen Calabro, Magnet Data Analyst				
Topic/ Facilitator	Discussion	Staff Input & Feedback	Action	Magnet® Components	Strategic Plan Indicator
End of year updates from Mary.	<p>First Item - We welcomed Annemarie Mulhern-Flannery, BSN, BBA, MA, RN to the Phelps Team. Annemarie is the Director or Patient Care Services/ Cancer Institute.</p> <p>Mary discussed the rise of COVID + cases and concern. Hopefully the vaccine will be distributed soon. Pfizer seems to be close and it would require 2 shots.</p> <p>Mary also wanted to make sure everyone was aware that our current retirement plan is being moved to Transamerica. There is a webinar you can attend as well as set up individual meetings with a representative. Impact to Northwell = 2.5 million</p> <p>Your medical benefits should have been completed.</p>	<p>Steven Giammattei, clinical nurse, infusion asked if we are going to be mandated to take the new COVID vaccine. Mary has not heard if the vaccine will be mandated (by state).</p> <p>Judy Dillworth, PhD, RN, NEA-BC, CCRN-K, FCCM, Magnet® Program Director reminder everyone how important it is to complete the learning needs assessment (currently 25% participation). We use the feedback to build the unit level competencies for the following year.</p>	<p>Check your email regarding Transamerica webinars and guidance</p> <p>Please complete the employee engagement survey - goal = 90%</p> <p>Learning needs assessment Due 11/20/2020</p> <p>Career portfolio due Dec 31, 2020.</p> <p>Self, Peer Feedback, Professional Evaluation and Goals all due by March 31, 2021.</p>	<p><input checked="" type="checkbox"/> Transformational Leadership</p> <p><input checked="" type="checkbox"/> Structural Empowerment</p> <p><input checked="" type="checkbox"/> Exemplary Professional Practice</p> <p><input checked="" type="checkbox"/>New Knowledge, Innovations and Improvements</p>	<p><input checked="" type="checkbox"/> People</p> <p><input checked="" type="checkbox"/> Patient Experience</p> <p><input checked="" type="checkbox"/> Quality</p> <p><input checked="" type="checkbox"/> Financial Performance</p> <p><input checked="" type="checkbox"/> Operations</p>

Review of the October Meeting Minutes	<p>As a follow up to the advertising Magnet® advertising, Mary shared that she met with Margaret Plofchan, Director of Marketing, Public Relations and there is a lot of activity planned regarding sharing the Magnet® Designation to our community.</p> <p>Judy confirmed we can use our current studies for the next Magnet® submission as long as the study is completed by 10/1/24. Completed is defined as - analysis done and information disseminated.</p> <p>Candace Huggins was able to get the required participants for the Mindfulness Study.</p>		Still outstanding item - Kathy to load Donal O'Shaughnessy, RN, Respiratory Therapist song that he created as a tribute to Phelps Nurses on the nursing website.	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
Hospital and Nurses Week 2020	<p>Mary shared that nurses and hospital week had to be low key, budget prudent, and socially distant. This will have a very different approach for nurses week than in the past.</p> <p>2021 Events:</p> <ul style="list-style-type: none"> - Monday - Food Truck Frenzy - Tuesday - Walk the Red Carpet - Wednesday - Nursing Basket Raffle - Thursday - Nurse Recognition and Award Celebration - Friday - Zoom Bingo <p>Mary will distribute the Magnet® pins to Nurses throughout the week.</p>	<p>Mike Palazzo, BSN, RN-BC, clinical Nurse, 2 Center, thought it all sounds good.</p> <p>Mike also brought to the council that at the RRR Council, the DAISY Award was discussed and wondering if in 2021 we could also do the Team and Manager DAISY recognition.</p>	<p>Mary will follow up to support our nurses who work nights.</p> <p>Mary thought a team and/or DAISY award is a good idea and this should be a goal for the council for 2021.</p>	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations

Nursing Website Review by Kathy Calabro	<p>Kathy reviewed the following updates to the Nursing Website:</p> <ul style="list-style-type: none"> • COVID-19 continue to update • In the Spotlight <ul style="list-style-type: none"> ○ Nurses Week Schedule ○ Career Ladder Movement • The Journal Club • PIR Team pictures • Events 		All members expressed appreciation to Kathy for consistently keeping the Nursing Website current.	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations
Open Discussion	<p>Kate Scherf, BSN, RN, clinical nurse, 3 North said that she learned about the Age Friendly Health Systems from presentation conducted by Cherry Fuentes, MS, RN-BC, NPD-BC, education specialist, Organizational Development. The 4 M's were highlighted: What Matters, Medication, Mentation and Mobility</p> <p>Kate expressed concern for additional documenting.</p> <p>Mike asked if there is a way to look at staffing and census.</p> <p>Kate shared that on 3 north she was floated to 5 North for what they thought would be a need. It turned out 5 North was not as busy as 3 North and Kate felt bad for her unit having to struggle.</p> <p>Mike shared that on his unit they do find it very helpful when some staff are able to work an 8-12 shift at night. It makes a big difference!</p> <p>Joy Paul-Bhatnagar, nurse manager,</p>	<p>Mary responded that there is currently a project lead by Carolyn Young to reduce documentation and we will do our best to limit any additional documentation.</p> <p>Mary acknowledged that we always look at census, acuity and number of RNs when staffing units.</p> <p>Judy shared that as part of the Healthy Work Environment, the Professional Practice & Development (PPD) councils recommended "appropriate staffing" as the topic of interest. Members of the PPD councils agreed that staffing is not all about ratios.</p>	<p>Mary suggested each unit think out of the box and look at their individual unit by shift and come up with some suggestions. She is welcome to creative recommendations.</p> <p>Judy shared that we will pilot on one unit and we need to have 95% compliance that we addressed the 4 M's</p> <p>The plan is to conduct a literature search regarding staffing and patient acuity systems. Mary supported this idea as there has been little evidence of a good acuity system.</p>	<input checked="" type="checkbox"/> Transformational Leadership <input checked="" type="checkbox"/> Structural Empowerment <input checked="" type="checkbox"/> Exemplary Professional Practice <input checked="" type="checkbox"/> New Knowledge, Innovations and Improvements	<input checked="" type="checkbox"/> People <input checked="" type="checkbox"/> Patient Experience <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Financial Performance <input checked="" type="checkbox"/> Operations

	infusion shared that their volume is extremely high and very difficult with the current staffing.	Helen Renck, MSN, RN, CJCP, CPPS, Vice President / Patient Safety Officer, Clinical Operations, said that Northwern Westchester evaluated staffing every 4 hours.			
		Mary shared an additional challenge is the extended leave of absence now provided by Northwell. We have 30 leaves/month between RNs, TECHs and HUCs.			
	Mary asked if anyone has asked about uniforms. It is a huge effort and one Rosendy usually handles (Rosendy is out on maternity).	Mike asked if it were possible to obtain a dollar allotment instead of another uniform.	Mary is going to contact vendor regarding uniforms for RNs, TECHs and HUCs. Mary will also ask if we could do the old way - "allotment"		
	Mike mentioned his units concern with HCAPS scores regarding garbage overflowing and wondering how to get housekeeping at night	Mary shared that 2 Center's comments during Care Leaders Meeting were very positive and did not see those type of comments. Helen added that the cypher tool could also be used to get real time service recovery.	Mary to share concern of overflowing garbage to environmental services.		