



National Tuberculosis Nurse Coalition  
Executive Board Conference Call Notes

Date: March 30, 2011

Time: 11-1 PST; 12-2 MST; 1-3 CST; 2-4 EST

Call in number: 1-800-250-2600

Moderator Pin: 820338#

Participant Pin: 743951#

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- I. **Welcome and Attendance:** In attendance Dawn Farrell, Karen Farrell, Larry Niler, Carol Pozsik, Jan Young
- II. Approval of February Notes: approved
- III. **NTCA update – Dawn Farrell:** 1) Thanks to the RTMCCs for assisting with the World TB Day membership drive; no word yet from Jenny Dowell regarding interest; use of Facebook as a tool for membership is being explored and Jenny will set up a test run when ready, 2) Conference agendas are set; Carol offered to provide a link on the NTCA agenda to the NTNC agenda, and Dawn will send final to Sherry Brown within the next week, 3) Carol will be getting more info regarding awards out to all, 4) Dawn requesting all committee minutes by 2<sup>nd</sup> week in April so she can compile and submit to Kim Field by May 1.
- IV. **Executive Director Report – Carol Pozsik:** Carol is in the process of getting list of candidates out for voting, and reminded us that the bylaws requirements for eligibility must be followed e.g. candidates must have at least a BSN. Ballots must be distributed at least 60 days before the annual conference, and results returned at least 45 days before. Only current, paid members can vote. NTCA working on 2 surveys for CDC. One should be going out today regarding partnerships and health care reform. In 2 weeks that will close and a survey about corrections will be distributed.
- V. **CDC Report – Judy Gibson**
- VI. **Old/Ongoing Business**
  - **Nominating Committee update:** Dawn reminded everyone that presenter powerpoints should be submitted for posting no less than 2 weeks before the conference so that people have time to download. One presenter has dropped out, but Dawn thinks a Heartland nurse might be able to fill the spot.
  - **Committee Reports:** Jan Young and Carol reported status of the Nursing Manual. Kudos to the manual committee and editorial board for all their hard work. It is almost ready for printing; maybe some minor adjustments still needed. Carol is

hoping to get a \$4000 grant from VersaPharm for printing (they gave \$3000 for the original manual), and has bids from Office Depot, Kinkos and FedEx, all close to, but under \$4000 for 300 books, approximately 150 pages per book; plastic cover, black tabs, and red-coil bound are all in the bids. Goal is to have it available online, and in print before the annual meeting. Ideas for advertising include email to state nurse consultants, and requesting assistance from the RTMCCs. Pdf will be free online, and we decided that the hard copy will cost \$20 for members and \$30 for non-members, as an incentive for membership. We should be able to take orders at the conference, and hopefully will have hard copies for sale at that time.

- **Other**

**VII. New Business:** Dawn will work on getting all committee reports for compilation to be submitted to Kim Field.

**VIII. Next Meeting:** April 27, 2011, same time, with Planning committee commencing one hour prior.