

Professional Practice Council  
Meeting Minutes  
2/28/12  
12:30-2:30pm

Members	Department
+Tina Mourra, BSN, RN	Clinician, Emergency Department - Chairperson
•Karen Soltez, RN	Professional Staff Nurse, Perianesthesia Services – Co-Chairperson
•Kelsey Archibald, RN	Clinician, 6A Medical/Surgical Unit
+Mary Barkhymer, MSN, MHA, RN, CNOR	Vice President, Patient Care Services & Chief Nursing Officer
•Abena-Yolanda Baskin, BSN, RN, CNOR	Sr. Professional Staff Nurse, Operating Room, Harmar Outpatient Center
•Renee Carolan	Program Manager, Service Excellence
*Laurie Clark, RN	Professional Staff Nurse, Admissions Team/Medical Unit
+Pamela Dawson, RN	Professional Staff Nurse, 3B Stepdown Unit
•Donna Dzvonick, RN	Professional Staff Nurse, 4B Orthopedic Unit
•Susan Fenoglietto, BSN, RN	Sr. Professional Staff Nurse, 4A Rehabilitation Unit
•Darcy Green, BSN, RN	Professional Staff Nurse, Emergency Department
•Leslie Johnson, BSN, RN	Professional Staff Nurse, 6B Medical/Surgical Unit
•Christina Kelley, RN	Professional Staff Nurse, Intermediate Care Unit
•Lynne Kijowski, RN	Sr. Professional Staff Nurse, 5B Medical/Surgical Unit
•Karen Klim, RN	Primary Care Coordinator, Care Management Department
•Robin Kuzmanko, RN	Professional Staff Nurse, ICU
•Saebra McClelland, RN	Professional Staff Nurse, Operating Room
•Laurie O'Day, RN	Professional Staff Nurse, Radiology Department
•Heather Rulander, BSN, RN	Professional Staff Nurse, 5A Medical-Surgical Unit
+Jennifer Seward, BSN, RN	Professional Staff Nurse, GI/Special Procedures, Harmar Outpatient Center
•Rebecca Sproul, RN	Sr. Professional Staff Nurse, Cardiology Department
•Elsie States, BSN, RN	Professional Resource Nurse, 4A Medical/Surgical Unit
•Susan Wharrey, RN	Professional Staff Nurse, Lawrenceville Family Health Center
•Michele Winter, RN	Clinician, IV Team

- Denotes Members Present
- + Denotes Members Excused
- \* Denotes Members Absent

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<b>Topic</b>	<b>Discussion</b>	<b>Action/Recommendations</b>
<b>Opening</b>	<ul style="list-style-type: none"> <li>The meeting began at 12:30pm.</li> </ul>	
<b>Welcome:</b> <b>Karen Soltez</b>	<p>New Members</p> <ul style="list-style-type: none"> <li>Robin Kuzmanko, RN, Professional Staff Nurse, Intensive Care Unit</li> </ul> <p>Guests for Excused Members</p> <ul style="list-style-type: none"> <li>Lisa Lehman, MSN, RN, Interim Clinical Director, Service Excellence/Magnet</li> <li>Jessica Wilson, RN, Professional Staff Nurse, 3B Stepdown Unit</li> <li>Aleta Himes, RN, Professional Staff Nurse, GI Services, Harmar Outpatient Center</li> </ul> <p>Invited Guests</p> <ul style="list-style-type: none"> <li>Jessica Granata, RN, Professional Staff Nurse, 5A Medical/Surgical Unit</li> <li>Robin Hemphill, RN, Clinician, Ambulatory Surgery, Harmar Outpatient Center</li> </ul>	
<b>Presentations:</b> The Healer's Touch – DAISY Foundation <a href="http://daisyfoundation.org/daisy-award/healers-touch">http://daisyfoundation.org/daisy-award/healers-touch</a> <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>Karen presented the online video available on The DAISY Foundation website about the history and making of "The Healer's Touch" sculpture which is presented to our DAISY awardees.</li> </ul>	
<b>Nursing Reports:</b> System Professional Practice Council <b>Michele Winter</b>	<ul style="list-style-type: none"> <li>Available on SharePoint for review.</li> <li>Questions related to content of the report may be referred to Michele Winter.</li> </ul>	
<b>Community Initiatives:</b> Shepherd Wellness Community <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>Council members that volunteered shared their experiences with the group. The center is the only one of its kind in Western PA, serving community members affected by HIV/AIDS. Each Friday, volunteers serve a beautiful, lovingly prepared meal in a warm, welcoming environment to HIV+ members and families. Volunteers are needed to help set up (on Thursday), prepare, and serve dinners (Friday). Currently, the greatest need is the 2nd and 4th Fridays at the Bloomfield site. Tina has sent an e-mail to the Nursing Leadership Council to open up the opportunity to volunteer beyond this council. Tina and Karen are proposing that we make the 4<sup>th</sup> Friday "St. Margaret Friday", although any time would be appreciated.</li> </ul>	<ul style="list-style-type: none"> <li>Below is the link to sign up to volunteer: <a href="http://wellness.ivolunteer.com/">http://wellness.ivolunteer.com/</a></li> <li>Lisa reminded council members to include participation in community initiatives and also donations made as below when completing their self-evaluation for their annual performance management review.</li> </ul>

<b>Community Initiatives:</b> Take Your Child To Work – Art Supplies <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>• Collections were accepted at today's meeting for art supplies for Take Your Child To Work Day. The art supplies will be used to create get well cards for patients as one of the day's activities. Donated items included: crayons, markers, construction paper, stickers, etc. Karen thanked council members and their peers for the overwhelming response.</li> </ul>	
<b>Community Initiatives:</b> Lend a Hand Donation Drive <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>• Collections were accepted at today's meeting for the UPMC Dignity &amp; Respect Tip 29: Lend a Hand Donation Drive to collect highly needed items for babies. Items will be sent to Haitian Families First, a Pittsburgh-based non-profit organization dedicated to caring for the children of Haiti by strengthening their communities and nurturing their families. The first post-colonial, independent, black-led nation in the world, Haiti lacks the resources to provide the social services that are often necessary to support families both in times of crisis and in their daily lives. Donated items included: baby basics, nutritional and first aid items, and gently used clothing. Karen thanked council members and their peers for the overwhelming response.</li> </ul>	
<b>Community Initiatives:</b> Project Prom <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>• Karen shared information on an opportunity to participate in the UPMC Dignity &amp; Respect Tip 29: Lend a Hand Activity: Project Prom in celebration of Women's History Month. The Allegheny County Department of Human Services Office (DHS) of Community Relations started Project Prom in 2003, recognizing that the prom is an expensive evening and that many young men and women might be denied the experience as a result. In Project Prom's first year, more than 650 dresses and numerous shoes and other accessories were collected and offered free of charge to high school students served by DHS. Thanks to the project, 45 students received dresses and attended their prom in style. There are two opportunities to get involved:             <ul style="list-style-type: none"> <li>○ Donate new or gently used formal attire (including gowns, jewelry, purses, tuxedos, bow ties, cummerbunds, pocket squares, cufflinks and shoes). All donations can be given to any UPMC Employee Partnership Council member. Donations must be received by Friday, March 2, 2012.</li> <li>○ Help recipients select the perfect gown and accessories. March 6 through March 9 (3:00 p.m. to 9:00 p.m.); any amount of time donated is appreciated. The space is located on the first floor of Century III Mall (<a href="http://www.centuryiiimall.com/">http://www.centuryiiimall.com/</a>). Contact the DHS Event and Donations Team at 412-350-3428 or <a href="mailto:eventandDonationsTeam@AlleghenyCounty.us">eventandDonationsTeam@AlleghenyCounty.us</a> to register.</li> </ul> </li> </ul>	
<b>Unit Based Council Reports:</b> <b>Tina Mourra</b>	<ul style="list-style-type: none"> <li>• Available on SharePoint for review.</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing invitation to bring guests to future meetings              – RSVP to Elaine Panza, Administration</li> </ul>

<b>CNO Report:</b> <b>Mary Barkhymer</b>	<ul style="list-style-type: none"> <li>Deferred.</li> </ul>	
<b>New Business:</b> System/St. Margaret Nurses Week Update <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>Karen reminded council members to refer to the e-mail from Mary to SMH Nurses of Thursday, February 9<sup>th</sup> as related to information about the upcoming UPMC Nurses Week Celebration: <ul style="list-style-type: none"> <li>The UPMC Nurses Week Conference will be held on May 2, 3, &amp; 4, 2012 at the Herberman Conference Center at UPMC Shadyside. Registration information will be forthcoming. Registration will occur through uLearn and requires manager approval to attend. Registration is not complete until the registration request is approved in uLearn. There will be a \$40 fee to the business unit for people that do not show.</li> <li>Awards – There are two new awards this year entitled Outstanding Preceptor and Outstanding Clinical Faculty. This will be in addition to the 5 awards last year including: Rising Star, Champion of Nursing, Leading with Wisdom, Nursing Legacy and Champion of Dignity and Respect. See description of awards on the document attached. Nominations may be submitted via the Survey Monkey link below: <a href="http://www.surveymonkey.com/s/nursesweek2012awards">http://www.surveymonkey.com/s/nursesweek2012awards</a> Nomination deadline ~ March 26, 2012</li> <li>Posters - Abstracts for poster presentations may be submitted via the Survey Monkey link below: <a href="http://www.surveymonkey.com/s/NursesWeek2012PosterSubmission">http://www.surveymonkey.com/s/NursesWeek2012PosterSubmission</a> Abstract deadline ~ March 26, 2012</li> </ul> </li> </ul>	
<b>New Business:</b> <b>Final Review and Approval</b> – By-Laws of the Professional Practice Council <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>Karen reviewed the final draft of the By-Laws of the Professional Practice Council for review. A motion was made by Kelsey Archibald and seconded by Donna Dzvonick and Lynne Kijowski to approve the by-laws as written.</li> </ul>	<ul style="list-style-type: none"> <li>By-Laws will be placed on SharePoint.</li> </ul>
<b>New Business:</b> <b>Final</b> Nursing Behavioral Standards – <b>Next Steps</b> <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>Final Nursing Behavioral Standards available on SharePoint as approved by the Nursing Leadership Council with recommended changes noted in red. Next steps to develop and schedule a Nursing Grand Rounds presentation.</li> </ul>	
<b>New Business:</b> 2011 NDNQI RN Satisfaction Survey ✓ SOAR Results – Hospital – <b>Next Steps</b> <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>Karen and Lisa led discussion on next steps. An action plan template was shared and the group brainstormed on aspirations and possible actions. <b>Refer to SharePoint for a summary of information discussed as related to the hospital action plan.</b></li> </ul>	<ul style="list-style-type: none"> <li>Tina and Karen will meet with Mary and Lisa to formalize the action plan template. The revised template will be shared at the March meeting.</li> </ul>

<b>New Business:</b> 2011 NDNQI RN Satisfaction Survey ✓ SOAR – Unit Based - <b>Action Plans</b> <b>Unit Based Representatives</b>	<ul style="list-style-type: none"> <li>An overview of unit based action plans was presented by each council representative. Group discussion included sharing of ideas and best practices, aspirations and anticipated outcomes. Council members were asked to send their respective action plans to Elaine Panza to place on SharePoint. <b><i>Refer to SharePoint for a summary of information shared as related to the unit based action plans.</i></b></li> </ul>	<ul style="list-style-type: none"> <li>Council members to send action plans to Elaine Panza to place on SharePoint.</li> </ul>
<b>Future Agenda Items:</b> <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>March - A Just Culture: Accountability for Patient Safety – Mary Barkhymer</li> </ul>	
<b>Other Business:</b> <b>Karen Soltez</b>	<ul style="list-style-type: none"> <li>Karen and Lisa commented on our recent visit from Holly Lorenz, RN, MSN, UPMC Chief Nurse Executive. Holly presented Nursing Grand Rounds – “The Pivotal Role of Nursing for the Future” and met over lunch with the chairs and co-chairs for our nursing shared governance councils who provided an update on the progress of all our councils. The visit was well received by all.</li> </ul>	

Meeting Adjourned: 2:30pm

Respectfully submitted by Elaine A. Panza