Vermont ENA State Council Board of Directors Meeting
March 27, 2026
CVMC Conference Room 1 (in person)
with virtual attendees via TEAMS
10:00 EST to 12:00 EST

Meeting Minutes

March 27, 2026

Members present:

In person: Roz King (President), Mike King (Social Media and Communications co-chair, Treasurer), Tyler M (outgoing Community Outreach/Injury Prevention Chair), Matt C (Immediate Past President), Sam Demers (Member from UVMMC), Emily Tessier (Secretary), Erica Carlson (Director at Large), Terry Lynn Gray (Member from CVMC)

Virtual: Elizabeth Couto (Government Affairs Chair, social media and Communications co-chair), Abigail Garrett (Board Member, Forensic Nursing Program Director), Dez (Director at Large – joined part way through), Sarah Jewell (Member from NVRH – joined via chat)

Members Absent: Michelle Nadeau (President Elect)

Guests: None noted

1. Call to Order
    a. Establish Quorum – Roz King, President

    Summary:

    - We have Quorum for today's meeting

    b. Welcome/Introductions – Roz K, Matt C, Mike K, Erica C, Liz C, Emily T

    Summary:

    - New Board introduced themselves
    - Michelle is currently on maternity leave (baby born a couple of days ago). Congratulations to Michelle!

    c. Appointment to Open Director at Large Position

    Discussion/Summary:

    - There was 1 open Director at Large Position and per the bylaws if unfilled, the board would put out a call for nominations to the membership to fill that position. Email went out March 6th 2026 to the membership and replies were due by March 13th 2026.
    - 2 Nominations were received by deadline – one for Jada Barton (UVMMC) and one for Dez Kirklink (Copley)

    Motion:

    - Motion was made to appoint Dez Kirklink from Copley to fill the open Director at Large Position

    Action:

    - Motion passed.

    d. Adoption of Meeting Agenda

Discussion/Summary:

- Last business meeting of 2025 was on December 2, 2025. Minutes were previously approved by the board of directors and emailed to the membership on December 5th, 2025.

2. President's Report
   Discussion/Summary: None

3. Treasurer's Report
   Discussion/Summary:
   - Vermont ENA State Council currently maintains a checking account balance of $7,239.76 and a money market balance of $12,933.48 for a total of $20,173.24 cash on hand
   - A $5,000 payment has been issued to Outbound Stowe as a deposit for the 2027 NERS conference.
   - All accounts are reconciled and up to date, the Vermont ENA State Council Credit Card has a $0 balance.
   - A revenue and expense report has been completed and is ready for review.
   - The 2026 budget has been updated and is ready for review and adoption by the Vermont ENA State Council Board of Directors.
   - Vermont and Federal Taxes are outstanding – Taxes due by April 15th
4. Committee Reports

   Discussion/Summary:
   - Education and Practice Chair, Vacant
     - No report
   - Forensic Nursing Chair, Abigail Garrett
     - Overall been a busy year for forensic nursing nationwide
     - The International Association for Forensic Nursing has been dissolved
     - Currently there are 6,000 IFN members worldwide
     - Forensic Nursing will now be absorbed by the ENA – in the United States
     - All accreditation will be done through the ANCC
     - Vermont is in a good spot in terms of members and governing body as they have never run their program through the IFN
     - All IFN nurses are getting full ENA memberships due to the circumstances and changeover
     - Upcoming Classes: Pediatric Forensic Nursing class being offered late May, 20-26th? – Currently 5 nurses signed up for the pediatric class

- Action: Abigail to get Mike information about the pediatric class to send out to members and for Liz to post on social media

- Fundraising Chair, Vacant
  - No report
- Government Affairs Chair, Liz Couto
  - State Legislative Update:
    - Advocacy Day 2026: Approximately 160 attendees, including members of ANA, ENA, and VNPC. Focused on priority bills and coalition work with Vermont legislators.
    - ICE Bills: Two bills designating hospitals (and other locations such as churches and schools) as protected spaces passed the Senate. ICE officers would be required to be identified by name and may not be masked. Bills are moving to the House.
    - PA Bill (EE Certifications in EDs): A bill expanding the ability of Physician Assistants (PAs) to complete Emergency Examination (EE certifications) in emergency departments passed the House unanimously, including against a DMH objection. Now moving to the Senate. This addresses delays in mental health patient care when PAs are the primary or sole provider on duty.
    - Forensic Facility Bill: Vermont is one of only two states without a dedicated forensic facility for individuals with complex diagnoses (including substance use and mental health disorders) who have committed crimes. This very large bill is working through Judiciary and Healthcare committees and moving forward with positive momentum.
    - Vaccination Legislation: A bill signed by the Governor ensures Vermont's Department of Health vaccination recommendations are determined by qualified board members, including direct-care healthcare workers, rather than solely relying on CDC recommendations.
  - Federal Legislative Update:
    - Lots of things are stalled currently
    - Workplace violence prevention bills remain stalled federally despite approximately half the House and a third of the Senate being signed on. Advocacy continues through coalition letters and direct outreach. Bill hasn't moved in 5 years.
    - All three Vermont federal representatives have co-sponsored the federal workplace violence bill — a major win from last year's Day on the Hill.
    - Liz and a colleague were selected to present grand rounds at Dartmouth Hitchcock Medical Center in May on advocacy education.

        - Liz has conducted advocacy and workplace violence education in Maine and Massachusetts through ONL.
    - Millionaires' March (May)
        - ANA is meeting on Monday 3/30 to coordinate local Vermont support activities. Details to follow once confirmed.
- Institute for Quality, Safety, & Injury Prevention (IQSIP) Chair, Tyler M
    - Tyler announced his resignation from the Community Outreach/Injury Prevention Chair position.
    - Highlighted ongoing initiatives including Stop the Bleed combined with safe driving education presented at local schools.
    - Red Ribbon Tree Ceremony at the State House was noted as impactful but had low turnout this year; goal is to increase school participation
    - Tyler offered to create a one-pager summarizing his work, key contacts, and legacy initiatives from predecessor Dale for use in recruiting and onboarding his successor.
    - Position is now vacant. Tyler is willing to continue contributing as a resource while a new chair is recruited.
- Media and Communications Co-Chairs, Mike King and Liz Couto
    - Website clean-up completed; Liz now has access to the Vermont ENA Facebook page in addition to Instagram, enabling cross-posting.
    - Content reminder: Members are encouraged to share department news and activities with Liz for social media. Follow Vermont ENA on Instagram and Facebook.
    - A "My Why" social media campaign is in development, collecting member stories (photos + responses to prompts such as "I joined ENA because…"). Plan is to batch submissions for a coordinated release, potentially timed to Nurses Week or ENA Week (October). Liz is coordinating with ENA National.
    - Liz has connected with Rachel Smith at ENA National and plans to collaborate with other New England social media chairs at NERS to broaden reach and cross-tagging.
    - Two My Why submissions received so far (Mineke and Terry Lynn); additional submissions requested from board and members.
- Membership Chair, Roz King
    - Current membership: 193 members, 11 of whom joined this year.
    - Ongoing outreach: Birthday cards being mailed to all members; welcome cards to be sent to new members, including IFN members.
    - Quarterly Yeti Raffle: Random member number drawn at each business meeting; winner receives an ENA-engraved Yeti tumbler.
    - ENA 5K: Registration opens April 6th. Virtual format with T-shirt and medal mailed to participants. Roz is exploring local in-person group run options in the Burlington/South Burlington area and encourages others to organize locally.

- National Conference Stipend: A stipend for one member to attend the national ENA conference (historically $1,500) has been budgeted but was not awarded last year. Board agreed to reinstate it this year. Details to be finalized.
- New Member Initiative — Nursing Schools: Proposal raised to offer first-year memberships to nursing students on the pathway to ED residency, potentially through nomination or application. Board expressed enthusiasm.
  - Action: Reach out to nursing schools about membership and speaking opportunities.
- $20 Cash-Back Membership Drive: Historical initiative to offer a $20 cash rebate to members who sign up or renew at Education Day. Board discussed reinstating.
  - Action: Treasurer to work out logistics for operationalizing cash handling at events.

- Research Chair, Roz King
  - A new EFIC (Exemption from Informed Consent) study – the PAIN study, is now live at UVM Medical Center, sponsored by the Department of Defense and run out of the University of Pittsburgh. UVM is one of nine sites.
  - The study randomizes trauma patients (pre-hospital, transported to UVMMC) to receive either ketamine or fentanyl. Both drugs are already approved in EMS protocol; the study is double-blinded with matched dosing and volumes.
  - This is Vermont's first-ever EFIC trial — a significant milestone opening doors for future research participation, particularly data from rural/underserved sites.
  - Enrollment is currently 0 patients; high enrollment is not anticipated, but members may encounter enrolled patients. Opt-out bracelets (inscribed "NO PAIN") are available for community members who do not wish to be enrolled.
  - Vermont is already fielding interest for participation in additional similar studies.
- Trauma and Pediatric Chair, Mike King
  - Two new ENPC instructors recently completed their courses: Travis Bowler (UVMMC) and Olivia Marco (SVMC).
  - Remaining spring classes:
    - TNCC on April 8th and ENPC on May 13th at UVMMC
    - TNCC at SVMC (Bennington) on June 24th
  - Fall class dates to be announced on space is secured
  - ENPC 7th Edition rollout anticipated by fall 2026. Informational webinar scheduled April 2nd. Instructors will need to complete updates
  - There is a meeting April 2nd for ENPC to discuss the updates

5. Old Business

Discussion/Summary:

- Board Retreat Recap
  - The annual full-day board retreat was held successfully after some scheduling delays. The board met in person February 20th, 2026 at UVMMC
  - The board reviewed the full ENA calendar, established priorities, and improved proactive planning for the year
  - Strategic priorities included:
    - Membership engagement and retention
    - Education programming
    - Regional representation
    - Visibility and communication initiatives
    - Recognition and awards
  - Minutes from the Board Retreat were approved by the board of directors and emailed to the membership March 9th, 2026
- NERS (New England Regional Symposium)
  - Rhode Island (April 23-24, 2026):
    - This year's NERS is in Rhode Island at Newport Harbor Island Resort. Vermont board members are encouraged to attend.
    - Vermont is contributing raffle baskets: Matt C (CVMC), Mike King (UVMMC), and Liz (Copley). Other hospitals wishing to participate should contact the board — Rhode Island's sponsorship letter with nonprofit info is available.
    - The Karen O'Neill Lord Award will be presented at NERS. Vermont's nominee is Liz Couto.
  - Vermont (2027):
    - Vermont will host NERS. Venue: Outbound (boutique hotel/motel in Stowe) — deposit placed.
    - Tentative dates: April 29–30, 2027. Conflict check with Day on the Hill is pending
      - Action: Liz following up with federal coalition
      - Priority Action: Confirm dates and Save-the-date cards need to be created to distribute at Rhode Island NERS.
      - Note: Dates may coincide with school spring break — to be discussed.
    - Monthly planning calls are ongoing.
    - NERS planning committee to be formalized at the June board meeting.
    - Keynote Speaker: Roz is drafting an invitation to Ilona Mahar (Olympic rugby player, daughter of a UVM ED/OB nurse, registered EMT). Other keynote and speaker suggestions are welcome. A call for speakers will be issued.

- Fall Education Day
  - Date: November 6, 2026
  - Time: 8:30 AM – 4:00 PM
  - Location: IDX facility, Burlington/South Burlington area
  - Planning Committee: Sam Demers (chair) and Mike King (co-chair) confirmed. Additional volunteers welcome.
  - $20 cash-back membership drive to be reactivated at Education Day (see Membership above)
    - Action: Need to figure out how to operationalize this into practice; would be for new members and membership renewal
- Vermont ENA State Council Apparel store
  - The Vermont ENA Joanne storefront is open. Members can purchase Vermont ENA swag online.
    - VTENA | JoAnn's Uniforms & Embroidery Works
    - Action: Share the storefront link again on social media.
- Name Badges and Stickers
  - Tax-exempt form finalized with Vistaprint (handled by Mike). Sticker order can now proceed using the updated logo.
  - Name badges: Liz is exploring a vendor that accepts tax-exempt forms directly (rather than requiring pay-and-reimburse through Etsy). Mike to be contacted about opening an account with the new vendor for future orders.
- Emergency Nurses Week – October 11-17, 2026
  - Ideas being developed for the week. One concept: a daily raffle of swag items shared on social media.
  - Board is soliciting additional ideas from members and board.
- Vermont Legislative Education Day
  - Vermont Legislative Advocacy Day: February 1–2, 2027
  - ENA has committed to $500 in the past
    - Action: How can ENA contribute more equally to that conference
  - Need to market it better and get it out the members better to try and get more ENA members present
  - Liz will discuss with the coalition group and will come back to the board with better idea and numbers for participation and will have a better ask
  - Sam expressed interest in attending future advocacy events. Liz will include him in upcoming coalition meeting communications.
- Standing Policies
  - Tabled for next meeting

  - Existing policy folders have been located. Policies need to be reviewed, updated, and reposted to the website.
- Committee Chairs and Structure Review
  - At the board retreat, the board discussed which committees are mandated by ENA and which could be consolidated given current capacity.
  - Which positions do we have to have, which ones can we combine
  - Tabled for future discussion
  - Action: Emily to add to New Business agenda for June – need to look up in the manual

6. New Business

Discussion/Summary:

- New Director Introduction – Dez Kirklink, Copley
  - Dez was nominated and appointed by the board to fill a vacant Director position. She joined the meeting partway through from work.
  - Background: 8 years in nursing (3 years in emergency nursing at Copley Hospital), former assistant manager on Med/Surg at CVMC, and currently Secretary of the nursing union at Copley.
  - Action: Liz will connect with Dez about committee openings, her board bio for the ENA website, and involvement in the My Why campaign.
- Budget Report – Treasurer (Mike King)
  - 2025 A&E (Actual vs. Expected) report is finalized and available for review.
  - Key findings:
    - Primary income source: State assessments (~$6,500 in 2025 from member and course registrations — slightly down from prior years).
    - Net loss of approximately $4,000 in 2025 (expenditures exceeded income).
    - Current reserves: approximately $25,000.
    - The 2022 NERS resulted in a significant financial loss; a well-attended 2027 NERS is expected to help recover those reserves.
    - No Fall Education Day was held in 2025 (spring was break-even). Education days are an important revenue opportunity.
    - Leadership Conference: Three delegates sent in 2025 vs. two budgeted; underspent slightly.
    - Hoping to have a well attending NERS in 2027 and have some well attended education days to help recoup some of the money
  - 2026 Budget: Already submitted to ENA National based on the 2025 budget. The board confirmed prior adoption (December 2025). No further action required at this time.
- General Assembly – September 27-28, 2026 | Phoenix, AZ

  - General Assembly (GA) precedes the national ENA conference by two days. It is ENA's member-delegate legislative body — delegates vote on resolutions, bylaw amendments, and priorities that legally direct the national ENA Board of Directors.
  - Vermont's delegate count (3–4 + alternate) to be confirmed based on final membership numbers.
  - President and president elect has right of first refusal for delegate seat; remaining seats will be opened to board and members.
  - Delegate stipend: Up to $1,500 in reimbursable expenses (travel, hotel, meals). Members are encouraged to also seek institutional support to offset costs.
  - Submissions for resolutions are accepted through summer. Board members are encouraged to consider submitting.
  - Post a call for delegates
    - Action: decide timeline of this
- ENA Annual Conference – September 28-October 1, 2026 | Phoenix, AZ
  - Members are encouraged to attend. Board discussed the opportunity for Vermont to have an exhibition booth.
  - Massachusetts ENA has proposed a shared New England booth ($700 buy-in split among states). This would be Vermont ENA's first booth. Could promote NERS 2027 at this event
    - Motion tabled pending more information.
  - Massachusetts ENA also proposed a shared Airbnb for New England delegates attending GA.
    - General sentiment: Prefer hotel accommodations for work-life balance at conference. Board will attend an informational Teams call to learn more before deciding.
- Day on the Hill – April 28-29, 2026 | Washington, DC
  - ENA's annual federal advocacy conference. Delegates receive training and meet with federal legislators and staff to advocate for ENA's priority issues.
  - Liz is planning to attend. The board supports sending one delegate with a stipend of up to $1,500 in reimbursable expenses.
- ENA 5K
  - Already discussed; see above
- ENA 20 Under 40
  - Vermont ENA plans to submit nominations again this year. Last year's nominee, David Weiss, is being considered for re-nomination. Board encouraged to think of additional nominees from outside Chittenden County.
  - Anyone can nominate — Vermont ENA can also submit a letter of support for nominees.

- ENA Scholarships
  - ENA scholarships open April 1st.
    - Emergency Nursing Developing Voices Research Fellowship (ENDVR Fellowship) – Closing Date 4/9/26
    - Academic Scholarships (Spring Cycle) – Opening Date: 4/1/26, Closing date: 4/30/26
    - Academic Scholarships (Fall Cycle) – Opening Date: 8/1/26, Closing date: 8/29/26
    - Research Grant Pack (Implementation, SIGMA/ENAF & Major Grant programs) – Opening Date: 8/31/26, Closing date: 10/2/26
  - Action: Distribute scholarship information via email to members and social media — not just in meeting minutes.
- Vermont ENA State Council Website
  - Discussion: The current ENA Connect platform (national) is limited in functionality. The board discussed migrating to a standalone Vermont ENA website hosted on Squarespace (referred to in meeting as "Smart Square")
  - Abigail noted the Vermont Forensic Nurses Network already uses a similar platform successfully; she offered to link the two sites.
  - Estimated cost: ~$20 for domain + under $300/year for Squarespace including email functionality.
  - Mike would serve as webmaster and has experience building conference websites.
  - **Motion:** Authorize Mike to spend up to $500 to establish a freestanding Vermont ENA website for one year.
  - **Vote:** Motion passed (unanimous)
  - Action: Mike to set up the new website and coordinate with Abigail to cross-link with the Vermont Forensic Nurses site. Also explore hosting Vermont legislative coalition day information on the new site.
- Future Board Meetings
  - June Board meeting: June 26, 2026 – Copley Hospital
  - September Board meeting to be held at Gifford Hospital – waiting to hear back with confirmation
    - Fall back would be NVRH

7. Meeting Adjourned
   - Motion to adjourn was made and passed without objection.
   - Adjourned time: 12:00 EST
   - The board then had lunch with CVMC Emergency Department staff as part of the ongoing initiative to visit member hospitals and engage with frontline nurses.