

**TO:** NOVA Membership

**FROM:** Board of Directors and National Office Staff

**DATE:** April 7, 2006

**RE:** *Annual Business Meeting Report*

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### ***Annual Meeting***

The Board received two proposals for hosting the 2008 Annual Meeting submitted by the Palo Alto and Boston chapters. After careful consideration, the Board voted to hold the 2008 and 2010 Annual Meetings in Boston and San Francisco, respectively. Cecilia McVey's Presidency will be concluding in 2008 at the Annual Meeting, and the Board believed her chapter should have the opportunity to serve as the host.

### ***Financial***

NOVA continues to experience financial health and ended the 2005 fiscal year (June 30, 2005) with net assets of \$15,157. This was a decrease in net assets from the previous fiscal year for the following reasons:

- The Tucson Annual Meeting had a profit of approximately \$15,000, due to both the location as well as the room rebate which was negotiated shortly after September 11. At that time, hotels were concerned about survival and were negotiating contracts that were very favorable.
- The Washington, DC Annual Meetings continue to be challenging in that it is difficult to make a profit. In 2005, the Annual Meeting only had a profit of approximately \$5,000. There were also extra expenditures because the format of Congressional visits was changed dramatically and incurred additional costs.

NOVA is heavily dependent upon membership dues and is researching nondues sources of revenue. NOVA is working with Gallagher Benefit Services on the implementation of the dental program which is available to all Department of Veterans Affairs employees. As the marketing efforts are increased and employees sign up for the program, this form of revenue will increase dramatically. Other insurance programs will be added so that NOVA will be able to offer a wide range of insurance options in the upcoming year.

A copy of the June 30, 2005 year-end financial statement is available upon request, and a two-year audit will be contracted for at the conclusion of the 2006 fiscal year.

## **History**

Nancy Claflin compiled a detailed version of NOVA's 25-year history which is available on the website. This version was recently edited into a smaller document which will be available for sale at the Annual Meeting. The document includes an appendix listing Board members and award winners during NOVA's 25 years, since its formation at the Hines VA in 1980.

## **Legislative Activities**

NOVA continues to be the voice on Capitol Hill for VA registered nurses and a powerful voice it is. Executive Director Deborah Beck attends Senate and House Veterans Affairs Committee meetings and has regular contact with Hill staffers. The Board and Executive Director hold meetings with Hill staff members and senior management in Central Office before each Board meeting. The annual Legislative Roundtable, regular Congressional briefings and Board representation on both local and national task forces increases NOVA's influence and power in Washington, DC.

The Board decided to change the format of Congressional visits during the 2005 Annual Meeting. Staff arranged Hill appointments for each state delegation, and Annual Meeting participants were taken by bus to the Hill for their meetings. The meetings were followed by a Congressional briefing for NOVA members and legislative aids with Ranking Minority Member of the Senate Veterans Affairs Committee Daniel Akaka (D-HI) making welcoming remarks followed by Board member panel presentations.

During the July 2005 Board meeting, Board members and staff attended a House Veterans Affairs Committee hearing. This was the first time several Board members had attended a Congressional hearing. It was an informative event for them about the Congressional budgeting, oversight and appropriation process.

The purpose of the hearing was to explore the VA's miscalculation of funds for the 2005 and 2006 fiscal years. Under Secretary for Health Jonathan Perlin was the chief witness for the VA. Chairman Steve Buyer (R-IL) summed up the hearing by saying: "On the 75<sup>th</sup> anniversary of the VA, let us move forward, with a firm resolve to ensure that our veterans and their families know that the VA has every dime it needs to provide the best health care and services possible. To do any less is unacceptable." Even though these words indicated a commitment to adequately fund the VA, most stakeholders would say this has not become a reality.

The *Independent Budget*, authored by AMVETS, Disabled American Veterans, Paralyzed Veterans of America, and Veterans of Foreign Wars, is a detailed budget advocating appropriate funding for the upcoming fiscal year. Annually, NOVA submits a chapter on nursing, and the 2007 fiscal year section was entitled Attracting and Retaining a Quality VHA Nursing Workforce. NOVA stated:

The shortage of nursing personnel to meet the demand for health care is an underlying symptom of the veterans health care budget crisis. Because the VA health care budget has not kept up with rising health care costs, the situation grows more critical each fiscal year. Inadequate funding has resulted in nationwide hiring freezes. These hiring freezes have had a negative impact on the VA nursing workforce as nurses have been forced to assume non-nursing duties due to shortages of ward secretaries, building management, and other support personnel. These staffing deficiencies impact both patient programs and VA's ability to retain an adequate nursing workforce.

Last fall, a survey on legislative and workplace issues was placed on the NOVA website. Respondents were asked to rate legislative topics NOVA should make a priority during the second session of the 109<sup>th</sup> Congress. The most highly rated topic was an adequate budget for the VHA. NOVA will continue to work with our veterans service organization partners on the biggest challenge facing the VA today.

NOVA also partners with the nursing community to address the nation's nursing shortage. Executive Director Deborah Beck is a member of the American Nursing Shortage Relief (ANSR), a coalition of 51 national nursing organizations that united in 2001 to identify and promote creative strategies for addressing the nursing and nurse faculty shortages.

Recently, NOVA joined these organizations to request that Congress appropriate \$175 million in fiscal year 2007 to fund the Nursing Workforce Development Programs (Title VIII of the *Public Health Service Act*) at the Health Resources and Services Administration. The letter to Congress stated:

With an increasing number of people needing high quality health care coupled with an insufficient number of nurses and nursing faculty, our nation could quickly face a health care crisis of serious proportion with limited access to quality care, particularly in traditionally underserved areas.

NOVA also partners with the Friends of VA Medical Care and Health Research (FOVA), a coalition formed 15 years ago to ensure America's veterans receive high quality health care. This 85-member coalition represents: national academic, medical and scientific societies; voluntary health and patient advocacy groups; and veteran-focused associations. FOVA's 2007 fiscal year budget requests \$460 million for the VA research program and a \$45 million recommendation for research facility improvements.

The underlying theme throughout all of NOVA's legislative activities is an adequate budget to ensure the VA has adequate funding to care for America's heroes. All NOVA members can take part in NOVA's legislative activities by regularly contacting your two Senators and member of Congress. It is easy, quick and very powerful. Once a month, go to [www.thomas@loc.gov](mailto:www.thomas@loc.gov) and enter your zip code. You will automatically be taken to

your members' sites, and you can tell your legislators what is happening at your VA facility. It only takes a few moments to get involved.

### **Membership**

The Membership Committee, under the leadership of Membership Secretary Nancy Claflin, increased membership to over 3,000 for the first time in NOVA's 25-year history. The Committee also diligently worked to establish a contacts at each VA facility; the number of contacts increased from 49 to 98. The 2005/06 Committee members were: Jeff Allen; Janice Arceneaux; Linda-Dell Archuleta; Joan Clifford; Cheryl Knowles; Larry Lemos; Janet Parrish; Jay Purser; and Thelma Roach-Serry.

These accomplishments were achieved by regular communications in the newsletter, by e-mail, and through hot news messages. Additionally, there is a membership survey on the website asking members to share their views on NOVA's membership services – benefits liked as well as benefits that would make being a member more attractive. The deadline for completion of the surveys is May 8, and the results will be published in the summer issue of *NEWS FROM NOVA*.

The Membership Committee finalized the awards for the period May 1, 2005 – April 1, 2006. The Silver Star Award will be presented to the Boston chapter for serving as an exemplary chapter. Additional chapter awards will be given to three chapters with the greatest increase in membership during this period. In order to be equitable, these awards will fall into three categories: small (up to 25); medium (26-99); and large (100 and greater).

During the Annual Meeting, Membership Committee members and others contributing to the increase in membership will be recognized with a certificate during a presentation by Nancy Claflin on Saturday morning.

The Treasure Trove was created by Cheryl Knowles and is featured in every issue of the newsletter. There are many hidden treasures at every VA facility, and nurses are encouraged to seek out these *gems*.

Membership isn't just the responsibility of the Board and Membership; it is everyone's responsibility. A strong and viable professional organization impacts all VA registered nurses. To encourage all members to participate in membership development, a Member-Get-A-Member campaign is held each year (May 1 – April 1). Members recruiting five new members receive a free membership; 15 new members results in a free Annual Meeting registration; and a complimentary registration as well as three room nights will be given to individuals recruiting 25 new members. Take part and reap the rewards!

### **National Commission on VA Nursing**

In 2002, the National Commission on VA Nursing was established through Public Law 107-135 and charged to consider and recommend legislative and organizational policy

changes that would enhance the recruitment and retention of nurses and other nursing personnel as well as address the future of the nursing profession within the VA.

Treasurer Mary Raymer served as the NOVA representative on this Commission and currently is a member of the Recruitment, Recognition and Retention Subcommittee of the Workforce Planning Committee of the National Nursing Executive Council (NEC). The NEC has continued to address various components of the Commission's recommendations. The following is a status report of this work:

- *Professional Development.* The VHA should assure the VA's Health Professionals Educational Assistance Program is funded equitably with other federal programs such as military scholarships.
  - *Action:* The scholarship proposal has been completed, and the budget request component is currently being compiled.
  - *Action:* The high school outreach program for paid employment of youth from entry level nursing assistant trainees through transition process to LPN or RN education programs was presented with no budget request in the spring of 2005. Currently, a budget is being developed for resubmission.
- *Respect and Recognition.* VHA should expand recognition of achievements and performance in nursing service.
  - *Action.* The 75<sup>th</sup> Celebration is being focused on.
- *Fair Compensation.* VHA will strengthen human resources systems and departments to develop an active hiring and recruiting process for nursing staff that is consistent, to the extent possible, across facilities and VISNs.
  - *Action.* A hiring timeline standard was developed and presented to the NEC. The revised standard will be presented at the April 2006 Council meeting which includes a 24 and 45 day hiring timeline.

#### ***Nominations for 2006/07 Board of Directors***

Cindy Adamek of the Denver VA served as the Teller for the 2006/07 elections. A total of 196 valid ballots were received, but 44 had to be discarded due to the lack of return addresses.

Nancy Claflin ran uncontested for her second two-year term as Membership Secretary and was elected unanimously.

There were three Director positions available and five candidates for these positions: Joan Clifford; Marian Ehrhart; Lee Fealey; Maureen Levesque; and Mary Seaman. It was an extremely close election, but the individuals with the most votes were Joan Clifford, Marian Ehrhart, and Mary Seaman. They will serve a two-year term as a Director beginning at the conclusion of the Annual Business Meeting.

### ***Publications***

*NEWS FROM NOVA* continues to be one of NOVA's most popular member benefits and is published quarterly with Nancy Claflin serving as the Editor. For the second year, each member will receive a membership directory in order to facilitate communication with colleagues from around the country.

### ***Qualification Standard Steering Committee***

Dianne Nelson continues to serve on this Committee which is finalizing the five-year report to Congress. This report is a summary of the history and effects of the Qualification Standard on VA nursing. Upon submission of this report, the Committee will cease to exist. There are some changes postulated for the Qualification Standard, and NOVA will collaborate with the Office of Nursing Services on these changes during monthly conference calls with Cathy Rick and her staff.

During these calls, NOVA President Dianne Nelson, President Elect Cecilia McVey, and Executive Director Deborah Beck share information with the Office of Nursing Services staff. Discussions deal with pending legislation, Veterans Health Administration activities, and how we can collaborate to achieve a positive impact for VA nursing.

Deborah Beck  
Executive Director

## **Annual Report of the President April 2005 to April 2006**

My second term as NOVA President began during the 2005 Annual Meeting in Washington, DC. I can still remember Deputy Secretary Gordon Mansfield glancing at me during his speech and addressing me as “Madame President”—what a feeling of responsibility and possibility! During that speech he invited NOVA to partake in the celebrations of the 75<sup>th</sup> anniversary of the VA.

That milestone anniversary celebration occurred in July and it happened to correspond with the NOVA Board of Directors meeting. We were all present for this historical commemoration in Constitutional Hall! As the Marine Corps Band played and the speakers gave their tributes, we felt we represented all of the VA nurses who could not attend.

During this July Board meeting, we also attended a hearing by the House Veterans Affairs Committee related to the VA’s miscalculation of funds for the 2005-2006 fiscal year. Deputy Jonathan Perlin was the chief witness for the Department of Veterans Affairs. This was a very informative and educational event; we wanted to give Dr. Perlin our support and we also sought an understanding of the whole budgetary process. Chairman Buyer summed up the hearing by saying: “On the 75<sup>th</sup> anniversary of the VA, let us move forward, with a firm resolve to ensure that our veterans and their families know that the VA has every dime it needs to provide the best health care and services possible. To do any less is unacceptable.”

During my term as President, I was never called to present testimony on behalf of NOVA before either the House or Senate VA committees. I did gain an understanding of the process and the importance of this process in our democracy. And, we exerted our influence in other ways.

We dramatically changed the format for our Hill visits during the 2005 Annual Meeting. National Office scheduled meetings with key Senate staffers and then we all scheduled our state visits on the House side of the Hill. The highlight of this new format was a Legislative Briefing with NOVA members, and legislative assistants. Senator Akaka from Hawaii addressed the group.

Additionally, the Executive Board arrives one day prior to every Board meeting held in Washington to speak with key legislators about NOVA and VA patient care. These meetings are skillfully arranged by Deborah Beck and her staff. Due to the hectic schedules of members of Congress, your Board members are crossing both sides of the Hill in either hot/humid or cold/frigid weather. We have all learned to hail cabs, ride the Metro and arrive with smiles and determination to get our message across!

The NOVA Board met with Linda Bennett, formerly with AFGE and currently a member of the HVAC, to share our NOVA mission and vision and to discuss general nursing/patient care concerns from the field. NOVA also developed a report for the Veteran Service Organizations Independent Budget, highlighting nursing concerns. In addition, we wrote a position paper on Magnet Status. The annual NOVA Legislative Roundtable in January of 2006 was a great success.

It was a pleasure to participate in our monthly conference call with Cathy Rick and her staff. During these calls, we share information about what is happening legislatively and how we can collaborate to achieve a positive impact for VA nursing. We

also discuss what is happening in the VHA—new directives, new policies, new faces—any information that will help all of us achieve our goals as VA nurses.

I continue to continue serving on the Qualification Standard Steering Committee. This committee is finishing up our 5-year report to Congress on a summary of the history and the effects of the Qualification Standard on VA nursing. Once this 5-year report is submitted, this committee will cease to exist. There are some changes postulated for the Qualification Standard and NOVA will collaborate with the Office of Nursing Services on these changes during our monthly conference calls.

The Board received two proposals for the 2008 Annual Meeting, one from Palo Alto and one from Boston. After careful consideration, the Board decided to host the 2008 meeting in Boston. The Palo Alto Chapter graciously accepted the challenge to host the 2010 Annual Meeting in San Francisco.

I also assumed the position on the NOVA Foundation Board when Vincent Elliott retired. The Foundation Board is very energized and they have many innovative fund-raising ideas. One of the most exciting events is the Marine Corps Marathon and you will hear more about this during the annual meeting and on the NOVA web page. I look forward to serving on this board as the Immediate Past President.

As you read in the newsletter, I have a very supportive husband. Bill has attended every NOVA annual meeting and every Board meeting with me. He is the president of GLHN, Architects and Engineers in Tucson. This year Bill's company donated two scholarships, one in my name and one in the name of his company. It was exciting to present the scholarship donated in my name to David Renfro during the Palo Alto Chapter Annual Meeting and to attend the meeting in Phoenix when Bill presented his company scholarship to Nicolette Estrada. These scholarships will propel two very dynamic VA nurses to make a difference for our nursing profession and the patients we care for every day.

It was fun to work with Deborah Beck, Emily Bergman and Erick Durazo on the 25<sup>th</sup> anniversary edition of our NOVA history. I hope every one of you will share this book with your fellow nurses. We have come a long way and we still have a long way to go.

As your president, I submitted articles for the newsletter and Hot News, served on various committees, participated in numerous conference calls, responded to many email requests, planned meetings and gala fund-raising events and worked with a dynamic Board of Directors to steer NOVA into the future. It was not all work—we shared many dinners and hospitality events as we got to know one another and talk about the VA.

#### **Goals/Target Dates:**

As Immediate Past President, I will chair the Nominating Committee. I will be seeking out energetic, enthusiastic and visionary nurses to submit their names for the 2007 ballot. If you are one of these nurses, or if you know one of these nurses, talk to me!

I will also serve two years on the NOVA Foundation Board of Directors and I plan to be active in fundraising for scholarships and research grants. I will annually fund a scholarship in my name.

#### **Problems/Concerns:**

Secretary Nicholson has not yet met with the NOVA Board of Directors

Many VA nurses will be retiring within the next 5 years

**Input/Action Required:**

NOVA membership retention as VA nurses retire

Membership recruitment of the younger generation to the VA and to NOVA

Succession planning for the Board

Adoption of the Magnet culture is critical for VA retention and recruitment.

How did this new format for the business meeting work?

What is our vision for the future?

Dianne Nelson  
President – NOVA

## **President Elect Report**

**April 2005 – 2006**

### **I. Accomplishments/Activities:**

- This past year, I have continued to serve as Co-Chair of the Legislative Committee, working closely with Ron Hopper who serves as my Co-Chair.
- Have maintained ongoing communication with VACO and NOVA National.
- Ongoing dissemination of VA information to NOVA Board, National Office and staff as appropriate.
- Assisted in revision of 2007 Fiscal Year Independent Budget submission.
- Drafted letter sent to Dr. Perlin regarding NOVA's recommendation on Nurse Executive pay.

### **II. Goals/Target Dates:**

- Continue to provide/coordinate testimony/position papers on issue.
- Continue Congressional Briefings on the budget/appropriation process targeting staffers of the House/Senate VA Committees.
- Continue NOVA's visibility and name recognition on the Hill.
- Continue to pursue an audience with the new Secretary.
- Set up a meeting with Laura Miller's replacement Bill Feeley.
- Continue to ensure NOVA representation in both local and National Task Forces.
- Continue to monitor/respond to issues related to the IT consolidation in Central Office.

### **III. Opportunities for Improvement:**

- Continue to strengthen e-mail communications.
- Continue to petition Nurse Executives for membership in NOVA.

Cecelia McVey  
President Elect – NOVA

To: NOVA Board of Directors and Membership  
From: Mary Raymer, Vice President  
National Commission on VA Nursing Representative  
Subject: Annual Report  
Date: March 2006

**Accomplishments/Activities:**

1. **National Commission on VA Nursing** - NOVA representative. The Recruitment, Recognition and Retention subcommittee of the Workforce Planning Committee of the National Nursing Executive Council has continued to address various components of the Commission recommendations. The following is a status report of this work:

Professional development

- o VHA should assure that the VA's Health Professionals Educational Assistance Program is funded equitably with other federal programs such as military scholarships.
  - o **ACTION: Scholarship proposal has been completed. Currently working on budget request component.**
  - o **ACTION: High school outreach program for paid employment of youth from entry level nursing assistant trainees through transitioning to LPN or RN education programs was presented with no budget request in Spring 05. Currently developing budget for resubmission.**

Respect and Recognition

- o VHA should expand recognition of achievement and performance in nursing service.
  - o **ACTION: Focusing on 75<sup>th</sup> Celebration**

Fair Compensation

- o VHA will strengthen human resources systems and departments to develop an active hiring and recruiting process for nursing staff that is consistent, to the extent possible, across facilities and VISNs.
  - o **ACTION: Hiring timeline standard developed and presented to NEC. Revised standard will be presented at April 06 NEC which includes a 24 and 45 day hiring timeline**

2. Participated in development of white papers and supporting documents for budget discussions

**Goals/Target Dates;**

1. Continue to provide status reports of the interventions in response to the Nursing Commission recommendations.
2. Participate in the Health Policy Institute at George Mason University – June 2006
3. Chair Legislative Committee beginning April 2006

**Problems/Concerns:**

1. Continued monitoring of outcomes of the Commission recommendations.
2. VA Budget Shortfalls and impact on recruitment and retention of nursing staff to provide patient care

**Input/Action Required:** None at this time

Mary Raymer  
Vice President, NOVA Board of Directors

**Annual Report Membership 2005-2006**  
Nancy Claflin – Membership Secretary

I held Membership Committee Conference calls in June, August, October, and December 2005 and January, February, March, and April, 2006. Conference calls are now held monthly. At the first call in June, new committee members were welcomed (Jeff Allen, Janice Arceneaux, Cheryl Knowles, Larry Lemos, and Janet Parrish). I revised the Membership Committee Contact Groups. Changes were made for members to cover areas including their chapters if possible. Larry Lemos was assigned to group 1; Janice Arceneaux and Joy Ross were assigned to group 3; Jeff Allen and Jay Purser were assigned to group 4, Thelma Roach-Serry was assigned to group 6; Joan Clifford was assigned to group 8; Cheryl Knowles was assigned to group 9; and Janet Parrish was assigned to group 11.

I reviewed and updated the current NOVA membership committee contact list; currently at 98 (which started at 49) with email address, address, and phone numbers. I identified contacts who weren't listed in the NOVA database. I developed and revised individual contact lists for membership committee members. I also developed an email group from this information. Messages regarding Chapter web pages, donating to the NOVA Foundation, the annual meeting, and other NOVA topics have been sent out every two months to keep them updated on NOVA activities. Information on the Treasure Trove and chapters honoring members with donations to the NOVA Foundation are featured in each newsletter, and chapters were encouraged to participate.

I sent out an updated list of chapter members to chapter contacts in May, July, September, and November, 2005 and January and March, 2006, and requested information on changes. I continued to work with committee members to ensure that all names with blank addresses in the NOVA database were filled in with facility addresses to facilitate mailing NOVA information, including the newsletter and annual member listing. I filled in blank addresses every two months, and sent message to chapter contacts regarding address corrections. If members join by payroll deduction, and don't send in an application to the NOVA office, there isn't an address in the database. Another problem is that often members don't list a chapter on the application, and there are many facilities without active chapters. Members also don't notify the NOVA office when they move. Committee members agreed that members should be placed in the facility nearest to the address.

I completed revision of Chapter Starter Kit and sent it to Membership Committee Members and chapter contacts.

I requested Membership Committee Members to submit an article for each issue of News From NOVA. I revised the schedule for writing membership articles for News from NOVA. The current schedule is:

Summer 2006, due 5/13/06:	Lee Fealy
Fall 2006, 8/11/06:	Linda Archuleta
Winter 2006, due 11/18/06:	Larry Lemos

I revised and updated the Membership Survey for fall 2005 and developed a new Membership Survey for spring, 2006. Results from the fall survey were published in the spring News from NOVA. The deadline for members to complete the spring survey is May 8, 2006.

Many NOVA members will be retiring, and we need to work on engaging them. The Treasure Trove started by Cheryl Knowles is a good start.

Each News from NOVA will feature a membership committee member, beginning with Lee Fealy for the spring issue.

The Membership Committee finalized the list of awards to be given out at the annual meeting. Awards will be given to chapters with the greatest increase in number of member in categories of small (up to 25), medium (26-99), and large (100 and greater). A certificate will be given to all chapter contacts. Committee members will receive a certificate and a badge ribbon. Awards will be given to those participating in the member-get-a-member campaign. The Member-Get-A-Member Campaign is ongoing and published in each issue of News from NOVA. To determine rewards and awards, the Membership Committee agreed to use the dates from May 1, 2005 through April 1, 2006. If a NOVA member signs up 5 new members, the reward is a free membership. Members who sign up 15 new members will get a free conference registration for 2006. Members who sign up 25 new members will get a free conference registration and three nights' hotel free at the conference in 2006. Members will send a list to Joy Ross at the NOVA office with the names of the members they've obtained. When the names appear in the NOVA database, Joy will contact the member regarding the rewards. The membership committee established a goal of 3000 members before the end of the year. It was also decided to recognize NOVA's 3000th member with a certificate. This member will also be recognized at the annual meeting. This goal was met, and a certificate will be given to NOVA's 3000<sup>th</sup> member. In 2005, there were problems with payroll deduction at many facilities. The Membership Committee discussed the possibility of rewarding the most payroll deductions, as we do want to encourage that, but it's currently not possible with the database.

The Membership Committee discussed ways to find names and addresses of all RNs working in the VA. State board of nursing lists do not provide place of employment, and there could be a significant cost. The membership committee doesn't recommend pursuing this option.

I developed a letter to nurse executives from the Membership Secretary letting them know that a membership committee member would be calling them to discuss NOVA. Cheryl Knowles developed a script for committee members to use for calling Nurse Executives.

Larry Lemos volunteered to research information on an electronic chapter. This is also a question on the membership survey.

The Membership Committee must be an active, working committee to help NOVA continue to increase its membership. I developed membership committee expectations which were reviewed, modified, and approved by the Membership Committee. These expectations must be met within a 12 month period, from the end of one annual conference to the next annual conference, if the member is to remain on the committee for the following year. Board members will have these expectations listed in the action list for each board meeting.

By the annual conference each year, each Membership Committee member must:

- 1) Have attended 50% of all conference calls (held monthly)
- 2) Obtained a total of 12 new NOVA members (members obtained by Chapter Contacts count for this expectation, as well as members personally recruited by the committee members)
- 3) Talked with or emailed each NOVA contact assigned
- 4) Documented attempts to obtain contacts at all assigned chapters without contacts

It was also determined that each membership committee member will keep a list of members recruited. Prizes will be awarded for first, second, and third place for most members recruited each year by the membership committee. Prizes need to be developed for these awards. Membership committee members will also receive a certificate at the annual meeting, and a ribbon to wear. Each membership committee member who completes the requirements will receive a \$50.00 credit for tuition at the next annual meeting.

The Membership Committee proposed that NOVA should have a table with NOVA information, including bumper stickers at the nursing leadership conference to be held in Miami.

The Membership Committee has tentatively planned for Jeff Allen to attend the VA Advanced Practice Nurse program which is going to be held in Texas to have a NOVA table with membership applications and bumper stickers.

### **GOALS/TARGET DATES**

It's very important that we continue to work on developing a chapter contact for each NOVA chapter. This needs to be ongoing. We also need to be sure that information is sent to chapter contacts bi-monthly. The membership committee needs to incorporate ideas from strategic planning that affect membership.

### **PROBLEMS/CONCERNS**

NOVA needs to continuously work on increasing membership. I believe this is our most critical issue. NOVA needs more members. There are over 40,000 registered nurses in the Department of Veterans Affairs. We need to continue to work to get many more of them to become NOVA members.

Other issues include incorrect chapter contact information; lack of contacts at all facilities; and lack of members in some facilities.

There continue to be addresses that are missing from the NOVA database. If people join by payroll deduction, which we want to encourage, but don't also send in an application to the NOVA office, there is no address in the database. Some addresses in the NOVA database are also incorrect, as members don't update addresses. This is identified through newsletters and other mailings that are returned to the NOVA office. Missing addresses or incorrect addresses for members result in those members not receiving News From NOVA, the Annual Meeting Flyer, and the Annual Membership Listing. In addition, not all emails addresses are present or correct in the database.

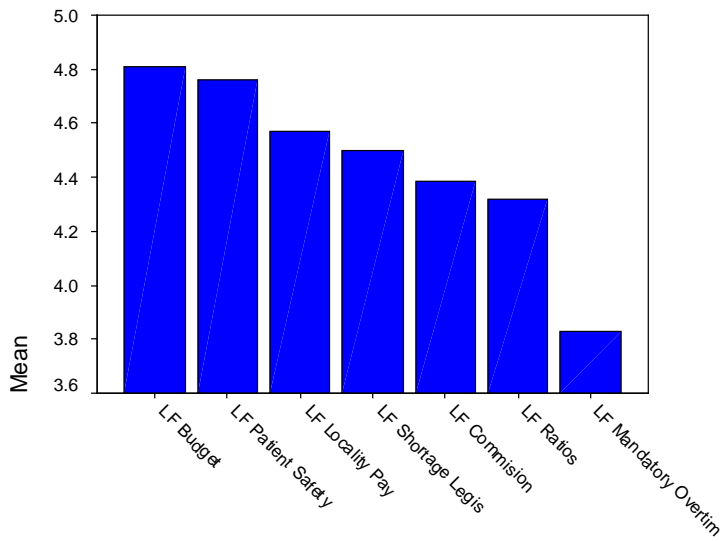
### **INPUT/ACTION REQUIRED:**

We would like to continue to receive feedback form all NOVA members regarding suggestions for increasing membership, as well as any other membership issues.

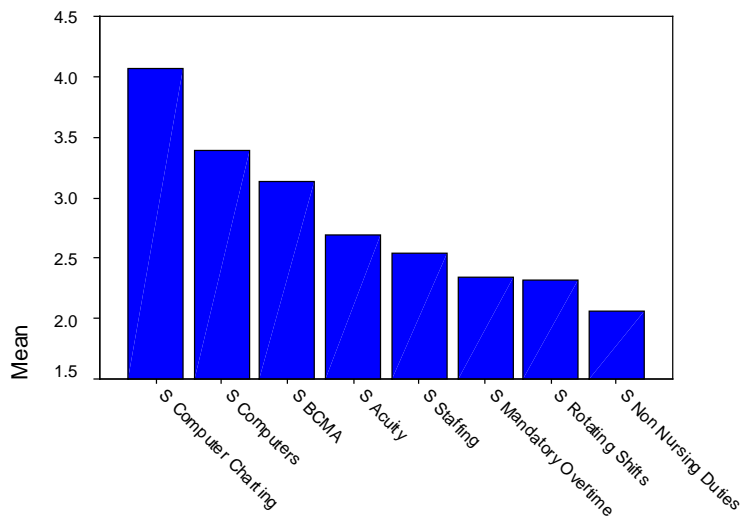
### **NOVA Membership Survey Summary 2005**

A NOVA membership survey was placed on the NOVA web site in October. As of November 24, 2005, there were 230 responses.

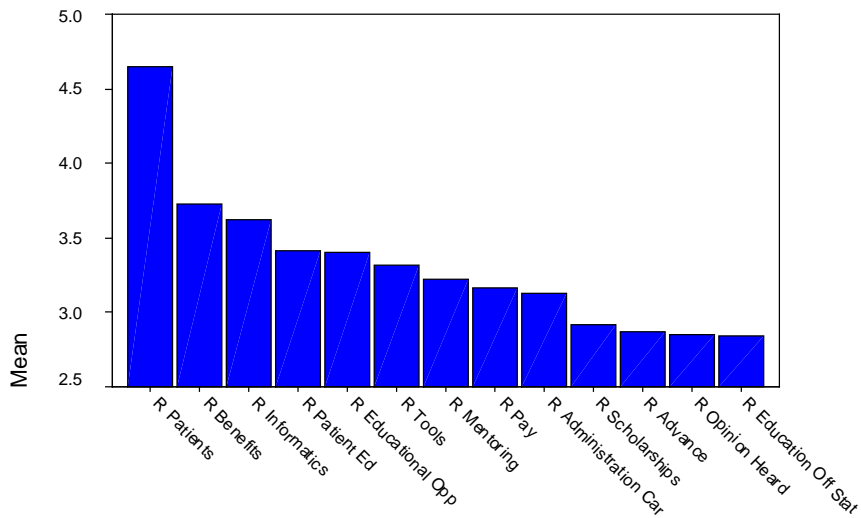
When asked to rate legislative topics that NOVA should focus on for the 2005 legislative session, the most highly rated topic was adequate budget for VHA at 4.8, followed by patient safety, locality pay, legislative related to the nursing shortage, National Commission on VA Nursing recommendations, mandatory nurse-patient ratios, and mandatory overtime.



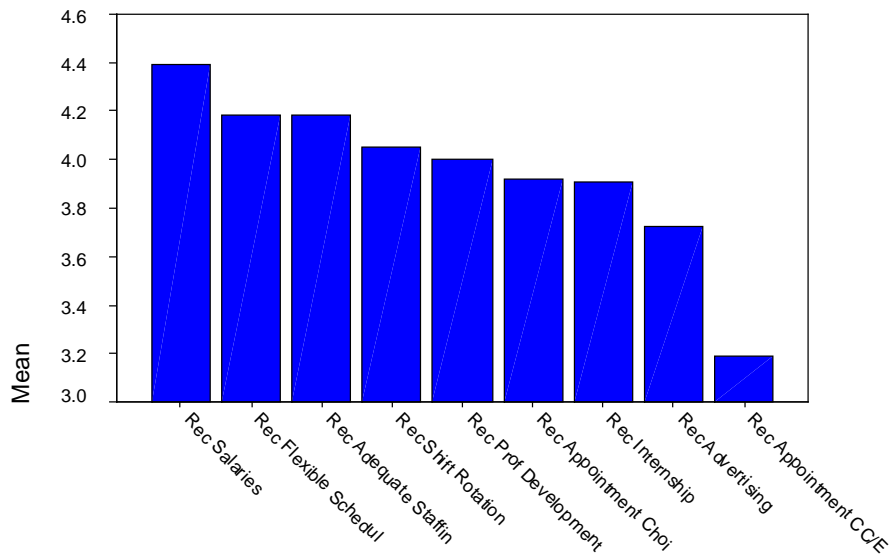
When asked to rate their frustration level from 1 (not frustrating) to 5 (extremely frustrating), respondents identified computerized charting as the most frustrating at 4.07. This was followed by numbers of computers, BCMA, patient acuity, staffing, mandatory overtime, rotating shifts, and performing non-nursing duties.



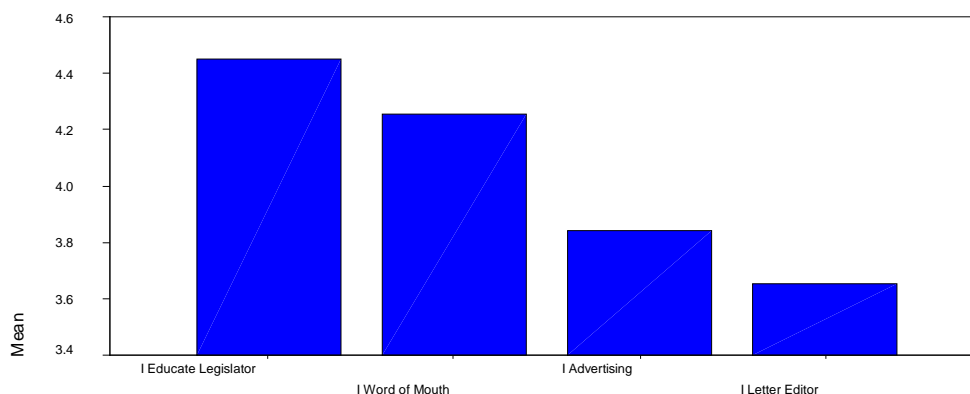
When asked to rate topics from 1 (not rewarding) to 5 (extremely rewarding), the veteran patient was rated the highest at 4.66. This was followed by VA benefits, state-of-the-art informatics, patient/family education, educational opportunities on station or online, having needed tools, mentoring new nurses, VA pay, administration cares about patients, availability of scholarship money, ability to advance in leadership roles, having opinions heard, and ability to attend educational offerings off station,



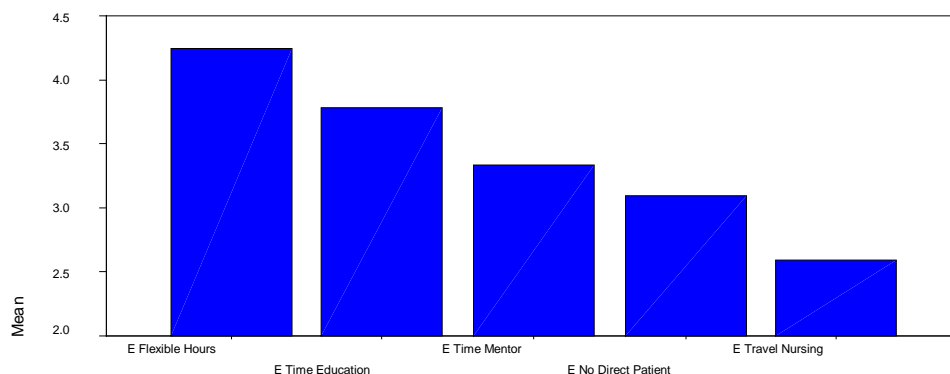
When asked to rate topics from impact on VHA recruitment from 1 (no impact) to 5 (very important impact), the topic rated with the highest impact was salaries competitive with the private sector at 4.39. All topics were rated above 3.5. The topics in descending order were flexible work schedules (such as the Baylor plan, part-time employment, alternate shifts), adequate staffing to eliminate unwanted overtime, elimination of shift rotation, specific professional development benefits (pre-determined amount of authorized absence and funds for continuing education), appointment to clinical area of choice, internship (formal preceptor program of 3-9 months duration), advertising in professional journals and local newspapers that reflect the innovative nursing practices in VHA, and appointment to critical care or emergency room as a new graduate.



When asked to rate topics as important to improving the image of VA nursing from 1 (not important) to 5 (very important), educating legislators was the top rated topic at 4.45. Again, all topics were rated higher than 3.5. Other topics were word of mouth by current VHA nurses, advertising in professional and non-professional magazines, and letters to the editors of local newspapers.



Because many VA nurses are eligible to retire now, or will become eligible in the next five years, respondents were asked to rate enticements to stay in VHA nursing from 1 (would not stay) to 5 (would stay). The top enticement was flexible working hours, at 4.24. This was followed by time off for education, adequate time to mentor new nurses, a position without direct patient care, and the ability to do travel nursing.



When asked about a travel nurse corps, 43.0% of the respondents indicated they would be interested, 33.5% indicated they wouldn't be interested, and 23.5% indicated they didn't know.

Nurses were also asked if they felt that VHA nursing salaries were competitive with the private sector. Of the respondents, 35.7% felt they were competitive; 57.0% felt they were not competitive, and 7.3% didn't know.

When asked if they felt that their facility would meet the criteria for the ANA award of Magnet status, 20.4% indicated they would meet the criteria; 68.7% indicated they wouldn't meet the criteria, and 10.9% indicated they didn't know.

When asked if they felt they had the ability to make a difference in legislative areas, a majority of nurses (63.9%) responded that they did; 23.5% responded that they didn't, and 12.6% didn't know.

It was interesting to note that when asked how many days per month they had to stay at work to cover patient care needs, 32.6% indicated that they stayed 1-4 days per month, and another 27.8% indicated that they stayed more than 4 days per month, with 39.6% indicating that they didn't stay.

NOVA members also identified other areas of concern, and provided other suggestions and ideas. Areas of concern included lack of involvement in discharge planning and patient education, lack of time for patient care, lack of staffing, mandatory overtime, complicated proficiency system, inadequate locality pay, lack of funds for off site education, seniority allocation for leave, pre-selection for positions, lack of recognition, and bed shortages.

Suggestions for improvement included health insurance premiums paid in full for retired nurses who worked a minimum of 16-20 hours per week, granting annual leave during holidays, providing time away from patient care for projects, holding open houses to improve VA's image, elimination of floating and mandatory shift rotation, lift teams, ancillary support

24/7 (pharmacy, laboratory, physical therapy, radiology); funds for continuing education, revision of locality pay to include specialty pay for key roles, dental insurance, shared governance, more steps in grades 2 and 3; more space and computers.

Specific comments by two individual members provide a summary of the key issues.

“Unless changes in the internal culture and opportunities for advancement are realized by the staff nurse, the VA will experience a critical shortage of available nurses. Nurses simply will not wait for the VA to change. They will follow the competition looking for an improved workplace. The VA will never achieve Magnet designation unless they dramatically alter the dynamics seen between management and staff.”

“Sell the point that privatizing VA care would cost the federal government 20% more than it is spending currently. Sell the point that VA health care is saving the country at least \$5 billion besides serving in a non appropriated services as national disaster coverage, and health care education for over 550,000 students, including resident positions paid for out of VA budgets.”

“Most nurses are very well paid and are in the VA because they want to serve veterans.”

### **NOVA Membership Committee Contact Groups**

The members of NOVA's Membership Committee are: **Jeff Allen, Marian Allen, Janice Arceneaux, Linda-Dell Archuleta, Providencia Cardona, Joan Clifford, Lee Fealy, Magalene James, Cheryl Knowles, Larry Lemos, Curtis (Jay) Purser, Janet Parrish, Thelma Roach-Serry, and Joy Ross.** Each NOVA chapter has been assigned to a member of the committee as your NOVA contact for information, including starting new chapters.

**1—Larry Lemos**

Alaska  
Arizona  
California  
Hawaii  
Nevada  
New Mexico  
Utah

**2—Marian Allen**

Colorado  
Idaho  
Montana  
Oregon  
Washington  
Wyoming

**3—Janice Arceneaux/Joy Ross**

Illinois  
Louisiana  
Missouri  
Oklahoma

**4—Lee Fealy/  
Providencia Cardona**

Alabama  
Florida  
Georgia  
Mississippi

**5—Jay Purser/  
Jeff Allen**

Nebraska  
Texas

**6—Thelma Roach-Serry**

Iowa  
Kansas  
Minnesota  
North Dakota  
South Dakota  
Wisconsin

**7—Magalene James**

Arkansas  
Delaware  
North Carolina  
South Carolina  
Puerto Rico  
Tennessee

**8—Joan Clifford**

Michigan  
Pennsylvania

**9—Cheryl Knowles**

New Jersey  
New York

**10—Janet Parrish**

Indiana  
Kentucky  
Ohio  
West Virginia

**11—Linda Archuleta**

Connecticut  
Maine  
Maryland  
Massachusetts  
New Hampshire  
Rhode Island  
Virginia  
District of Columbia

## NOVA Chapter Presidents/Contacts

This is the listing of current NOVA Chapter Presidents/Contacts. Please feel free to contact them for more information about NOVA. If this list isn't correct, please contact Nancy Claflin by email at [nclaflin@cox.net](mailto:nclaflin@cox.net) or call 602 277-5551, x7333.

<u>Chapter Number/Name</u>	<u>City/State</u>	<u>Contact</u>
100 Anchorage VAMC	Anchorage, AK	Linda Boyle
102 Birmingham VAMC	Birmingham, AL	Ehrlica Spencer
110 Carl T. Hayden VAMC	Phoenix, AZ	D.Gregg Gordon
112 Prescott VAMC	Prescott, AZ	Kathy Truax
114 Southern Arizona HCS	Tucson, AZ	Cindy Bakko
118 John L. McClellan	Little Rock, AR	Terry Rae Beam
120 Fresno VAMC	Fresno, CA	Deborah Ruggles
124 Jerry L. Pettis VAMC	Loma Linda, CA	Anne Gillespie
126 Long Beach VAMC	Long Beach, CA	Donna Soroczak
129 Palo Alto VAMC	Palo Alto, CA	Anne Narciso/Joanne Drobick
130 Greater Los Angeles	West LA, CA	Larry Lemos
138 San Diego, CA	San Diego, CA	Rita Scott
140 San Francisco VAMC	San Francisco, CA	Cassandra Worthington/ Patricia Miller
144 Eastern Colorado	Denver, CO	Cindy Adamek/Marian Allen
148 Grand Junction VAMC	Grand Junction, CO	Joyce Stapleton
152 Connecticut VAMC	West Haven, CT	Theresa Chachakis
154 Wilmington VAMROC	Wilmington, DE	Norberto A. Quino
156 Washington DC VAMC	Washington, DC	Ramona J. Griffin
158 Bay Pines VAMC	Bay Pines, FL	Patricia Greim
160 Lake City/Gainesville	Lake City, FL	Donna Titus
162 Gainesville	Gainesville, FL	Brenda Stidham/Maude Rittman
164 Miami VAMC	Miami, FL	Lee Fealy/Providencia Cardona
165 West Palm Beach VAMC	West Palm Beach, FL	John Daly
166 Tampa VAMC	Tampa, FL	Mary Seaman
168 Augusta VAMC	Augusta, GA	Mary P. Forbes/Mary Powe Magalene James
170 Atlanta VAMC	Atlanta, GA	Barbara Berlin
172 Carl Vinson VAMC	Dublin, GA	Vivian Chappell
174 Boise VAMC	Boise, ID	Randi Chancey
180 Danville VAMC	Danville, IL	Ramona Charles
182 Edward Hines, Jr. VAMC	Hines, IL	Bonnie Chapman/Ruth Jennetten
202 VA Eastern Kansas	Topeka/Leavenworth	Susan Henry
204 Wichita VAMROC	Wichita, KS	Janice Stevens
210 Alexandria VAMC	Alexandria, LA	Portia L. McDaniel
214 Overton Brooks VAMC	Shreveport, LA	Burnace Byers
216 Togus VAMROC	Togus, ME	Christine M. Esancy
218 Maryland HCS	Baltimore, MD	Sharon Johnson/Janice Arceneaux
224 Edith Nourse Rogers VA	Bedford, MA	Mary Petrillo
226 New England HCS	Boston, MA	Barbara Tramontozzi/Joan Clifford
232 Northampton VAMC	Northampton, MA	Janice Pastuszak
238 Ann Arbor VAMC	Ann Arbor, MI	Patricia Lello
240 Battle Creek VAMC	Battle Creek, MI	Terry Suchyta
250 Biloxi VAMC	Biloxi, AL	William Keber
252 Jackson VAMC	Jackson, MS	Peggy King
256 Kansas City VAMC	Kansas City, MO	Vergie Hickman
260 St. Louis VAMC	St. Louis, MO	Lois Nowlin
266 Grand Island VAMC	Grand Island, NE	Eileen Kingston
268 Lincoln VAMC	Lincoln, NE	Eileen Kingston
270 Omaha VAMC	Omaha, NE	Eileen Kingston

272 Ioannis A. Lougaris VA	Reno, NV	Marcia Evans
274 Manchester VAMC	Manchester, NH	Carol A. Williams
276 New Jersey HCS	East Orange, NJ	Carol H. Shaw-Gordon/ Daisy Brown/Nora Krick
284 Batavia VAMC	Batavia, NY	Kathleen Burns
286 Bath VAMC	Bath, NY	Cheryl Knowles
290 Brooklyn VAMC	Brooklyn, NY	Yolanda Nurse
292 St. Albans VAMC	St. Albans, NY	Yolanda Nurse/Nellie K. Geraci
294 Buffalo VAMC	Buffalo, NY	Kathleen Burns
302 New York VAMC	Manhattan, NY	Yolanda Nurse
304 Northport VAMC	Northport, NY	Linda O'Connor
308 Asheville VAMC	Asheville, NC	Margaret Anderson
310 Durham VAMC	Durham, NC	Anne Logan
314 Salisbury VAMC	Salisbury, NC	Lisa T. Kelly
320 Cincinnati VAMC	Cincinnati, OH	Janet R. Parrish
322 Cleveland VAMC	Cleveland, OH	Mary Bobulsky/Christine Mladineo
326 Dayton VAMC	Dayton, OH	Ronald Dean Patrick
332 Portland VAMC	Portland, OR	Rosalind Rockweit
334 Roseburg VAMC	Roseburg, OR	Susan Ward
338 James E. Van Zandt VA	Altoona, PA	Judith Ott
340 Butler VAMC	Butler, PA	Christine Meyer
346 Lebanon VAMC	Lebanon, PA	Janet Minard
348 Philadelphia VAMC	Philadelphia, PA	Joan A. Gallo
350/352 Pittsburgh	Pittsburgh, PA	Jennifer Mentz
356 San Juan VAMC	San Juan, PR	Vanessa Torres-Crux
358 Providence VAMC	Providence, RI	Cynthia Ann Starkey
360 Ralph H. Johnson VAMC	Charleston, SC	Maureen Distler
362 W.J. Bryan Dorn VAMC	Columbia, SC	Mildred Evans
364 Fort Meade VAMC	Fort Meade, SD	Mary Ann Pulaski
368 Royal C. Johnson VA	Sioux Falls, SD	Rachel Crossley
370 Memphis VAMC	Memphis, TN	Rex Hamm
372 Mountain Home VAMC	Johnson City, TN	Mary Bashor
374 Alvin C. York VAMC	Murfreesboro, TN	Fredna Gail Norton
376 Nashville VAMC	Nashville, TN	Sarah Wiseman
378 Amarillo VAMC	Amarillo, TX	Margaret Hogue
382 Sam Rayburn VAMC	Bonham, TX	Carolyn Danner
384 Dallas VAMC	Dallas, TX	Curtis (Jay) Purser/Jeff Allen
388 Houston VAMC	Houston, TX	Martha L. Musielak
400 Kerrville VAMC	Kerrville, TX	Pat Mormando
406 South Texas HCS	San Antonio, TX	Pat Mormando
410 Olin E. Teague VAMC	Temple, TX	Carolyn Broussard
412 Waco VAMC	Waco, TX	Jenny Urban
420 Hunter Holmes McGuire	Richmond, VA	Beverly Ross/Thelma Roach-Serry
422 Salem VAMC	Salem, VA	Linda-Dell Archuleta
424 American Lake VAMC	Tacoma, WA	Janice Rosell
426 Puget Sound	Seattle, WA	Dianne Long
428 Spokane VAMC	Spokane, WA	Sharon Bradley
692 White City Domiciliary	White City, OR	Karen Allen/Louis Pincock

#### Need NOVA Chapter Contacts

<u>Chapter Number/Name</u>	<u>City/State</u>
104 Montgomery VAMC	Montgomery, AL
106 Tuscaloosa VAMC	Tuscaloosa, AL
108 Tuskegee VAMC	Tuskegee, AL
116 Fayetteville VAMC	Fayetteville, AR

173 Honolulu VAMROC	Honolulu, HI
176 Chicago Westside/Lakeside	Chicago, IL
184 Marion VAMC	Marion, IL
186 North Chicago VAMC	Chicago, IL
188 Fort Wayne VAMC	Fort Wayne, IN
190 Richard L. Roudebush VAMC	Indianapolis, IN
192 Marion VAMC	Marion, IN
196 Iowa City VAMC	Iowa City, IA
198 Knoxville/Des Moines	Knoxville, IA
206 Lexington VAMC	Lexington, KY
208 Louisville VAMC	Louisville, KY
212 New Orleans VAMC	New Orleans, LA
236 Allen Park VAMC	Detroit, MI
242 Iron Mountain VAMC	Iron Mountain, MI
244 Aleda E. Lutz VAMC	Saginaw, MI
246 Minneapolis VAMC	Minneapolis, MN
248 St. Cloud VAMC	St. Cloud, MN
254 Harry S. Truman VAMC	Columbia, MO
258 John J. Pershing VAMC	Popular Bluff, MO
262 Montana HCS	Ft. Harrison, MT
280 Albuquerque VAMC	Albuquerque, NM
282 Samuel S. Stratton VAMC	Albany, NY
288 Bronx VAMC	Bronx, NY
296 Canandaigua VAMC	Canandaigua, NY
300 Franklin Delano Roosevelt	Montrose, NY
306 Syracuse VAMC	Syracuse, NY
312 Fayetteville VAMC	Fayetteville, NC
316 Fargo VAMROC	Fargo, ND
318 Chillicothe VAMC	Chillicothe, OH
324 Columbus VA OPC	Columbus, OH
328 Muskogee VAMC	Muskogee, OK
330 Oklahoma City VAMC	Oklahoma City, OK
344 Erie VAMC	Erie, PA
354 Wilkes-Barre VAMC	Wilkes-Barre, PA
366 Hot Springs VAMC	Hot Springs, SD
380 Big Spring VAMC	Big Spring, TX
386 El Paso OPC	El Paso, TX
414 Salt Lake City VAMC	Salt Lake City, UT
418 Hampton VAMC	Hampton, VA
432 Walla Walla VAMC	Walla Walla, WA
434 Beckley VAMC	Beckley, WV
436 Louis A. Johnson VAMC	Clarksburg, WV
438 Huntington VAMC	Huntington, WV
440 Martinsburg VAMC	Martinsburg, WV
442 William S. Middleton VAMC	Madison, WI
444 Tomah VAMC	Tomah, WI
446 Clement J. Zablocki VAMC	Milwaukee, WI
448 Cheyenne VAMC	Cheyenne, WY
450 Sheridan VAMC	Sheridan, WY

## **Annual Report History 2005-2006**

I completed NOVA's history for 2005. It is now available on the NOVA web page. Members can now view the entire history of NOVA from 1980 through 2005. I also developed the history for 2005 in an abbreviated bulleted format to go in the annual membership listing which will be mailed to each member.

I arranged for two presentations on the NOVA dental program by Jeannette Cabanlit Federal First Benefit Consultant for Gallagher Benefit Services-San Francisco, at the medical center working with the VA Employees Association. I continue to serve as a point of contact for the NOVA dental program and send information on the NOVA dental plan to everyone who requests it.

I held a local membership drive which is continuing, and encouraged members to contribute to the NOVA Foundation.

I show the NOVA membership video to new RNs during orientation.

I track local members against the national database and send reminders to registered nurses to join NOVA.

I serve as secretary for Carl T. Hayden NOVA chapter. Our chapter treasurer retired, and I helped the new chapter treasurer get forms completed for access to the savings account at credit union.

I obtained local board approval to honor a NOVA chapter member with a \$250.00 donation to the NOVA foundation for the Spring, 2006 issue of News from NOVA.

I worked with the local chapter to sponsor nurse's week, providing a basket to be given away, and flowers for the speakers and nurse's week committee members. I also developed a NOVA storyboard which will be on display.

I revised forms needed for nursing CEUs for the NOVA Annual Meeting, including biographical data form, evaluation form, co-sponsorship form, and sign-in form.

### **GOALS/TARGET DATES:**

I will complete NOVA history for 2006 in January, 2007.

### **PROBLEMS/CONCERNS**

NOVA has had a very exciting history, and we need to be sure to keep recording it, and making it available to members.

### **INPUT/ACTION REQUIRED:**

I will continue to seek information on events to be included in NOVA's history.

## **Annual Report Publications 2005-2006**

I completed News from NOVA issues for spring, 2005; summer, 2005; fall 2005, winter, 2005; and spring, 2006.

I completed the Annual Membership Listing for 2005-2006, which was mailed to all members.

I revised deadlines and published deadlines for submitting articles for the 2006 issues in each newsletter and published these.

A listing of nurse executives was sent to the NOVA Office to be included with the membership listing to Gemini Publications so that each nurse executive would receive a copy of the newsletter.

I revised News from NOVA content for issues.

I included a summary of the NOVA fall 2005 membership survey in News from NOVA.

### **GOALS/TARGET DATES:**

I will continue to work on News from NOVA (ongoing). I will develop and publish the summer, fall, winter 2006 and spring 2007 issues of News from NOVA

### **PROBLEMS/CONCERNS**

Every NOVA member needs to continue to encourage his/her chapter to send articles for News for NOVA. We need to continue to work on correct addresses for all NOVA members so they receive the newsletter and membership listing. Your chapter contact has a listing of NOVA members' names and addresses. If you don't receive News from NOVA, please contact Joy Ross at the NOVA office at 202 296-0888 or [jross@vanurse.org](mailto:jross@vanurse.org).

### **INPUT/ACTION REQUIRED:**

I would like to encourage members to contribute at least articles for News from NOVA for the coming year. The upcoming deadline dates for News from NOVA submissions:

May 13, 2006    August 11, 2006    November 18, 2006

**CONTENT/PUBLICATION TIMES NEWS FROM NOVA**

<b>Topic</b>	<b>Winter</b>	<b>Spring</b>	<b>Summer</b>	<b>Fall</b>	<b>Comments</b>
President's Column	Yes	Yes	Yes	Yes	
Exec. Director's Column	Yes	Yes	Yes	Yes	
Board Briefs	Yes	No	Yes	Yes	Board meets 3 times per year
Legislative Priorities/NOVA Section of Independent Budget	No	Yes	No	No	Finalized at Jan. Board meeting
Legislative Reports	Opt.	Opt.	Opt.	Opt.	
Chapter News/Articles on Members	Yes	Yes	Yes	Yes	
Call For Bylaws Amendments	No	No	No	Yes	Review procedure/adhere to timeline
Publish Proposed Bylaws Amendments	Yes	No	No	No	Review procedure/adhere to timeline
Membership Article/News/Campaigns	Yes	Yes	Yes	Yes	Membership Committee Members
Highlight New President	No	Yes Even yrs	No	No	
Annual Meeting Article Every Issue	Pre	Pre	Post	Pre	
Masthead	Yes	Yes	Yes	Yes	
A) Board of Directors					
B) Official Publication					
C) Advertising Disclaimer					
D) Address Change					
E) This Newsletter is Yours					
F) Questions in Writing/Fax					
Call for Nominations Natl election	No	No	Yes	No	
Call for National Award Nominations	No	No	Yes	No	
List Corporate/VSO Sponsors & Annual Meeting Exhibitors	No	No	Yes	No	Include thank you
NFN Submission Deadline/Be A News from NOVA Reporter	Yes	Yes	Yes	Yes	
Call for Resolutions and Format	No	No	No	Yes	Procedure/adhere to timeline
New Member List	Yes	Yes	Yes	Yes	Contact NOVA Office two weeks prior to deadline with dates needed
Letters to Editor	Yes	Yes	Yes	Yes	If submissions received
NOVA Foundation Chair/Picture	Yes	Yes	Yes	Yes	
NOVA Foundation Donors	Yes	Yes	Yes	Yes	Contact NOVA Office two weeks prior to deadline; keep entire year
Mission/Vision Statement (on Masthead)	Yes	Yes	Yes	Yes	
On Target (Nursing Office)	Yes	Yes	Yes	Yes	
Membership Survey Message To complete on Web Page	Yes	No	Yes	No	
Membership Survey Results	Yes	No	No	No	
Visit NOVA Web Page	Yes	Yes	Yes	Yes	
Hot News	Yes	Yes	Yes	Yes	
Treasure Trove	Yes	Yes	Yes	Yes	If submissions received
Chapter Contacts/Contact Groups	Yes	Yes	Yes	Yes	Space permitting
NOVA Award Winners	No	Yes	Post with Picture	No	Picture receiving award, no story
Report on Annual Business Meeting	No	No	Yes	No	
A) Election Results					
B) Membership/Chapter Award Winners					
C) National Committee Chair Assignments					
D) Resolutions					
E) Bylaws Amendments					
F) Additional Information					

Nancy Claflin  
Membership Secretary – NOVA

## **TREASURER'S REPORT 2005-2006**

During this past year as treasurer, I have received requests for reimbursement and forwarded them to the Executive Director for payment. I have reviewed the Financial Reports as presented by the Executive Director, with no further additions. I have continued to serve on the Board of Directors for our local chapter. I have written two articles this year for NEWS FROM NOVA and have written two articles for our local Nursing Connection Newsletter, which is published quarterly. I have also served as the Editor for this quarterly newsletter.

During this year, I have continued my commitment to recruiting new members and recruited five new members during this year. I have worked with our local chapter to emulate the National Membership Committee by assigning each of our local Board members a group of chapter members to serve as their personal contact. This process went well for awhile, but needs to be re-implemented to become more effective. The goal is to increase attendance at our chapter meetings and more involvement from the membership.

### **GOALS/TARGET DATES:**

As Treasurer, I will continue to work with the NOVA Board of Directors and the Executive Director and staff to ensure NOVA's mission and vision are enacted. I will continue to consult with the Executive Director to evaluate our financial status and offer suggestions as necessary.

As Chair of the 2007 Annual Meeting, I will work with the Planning Committee members and NOVA National office staff to plan a successful meeting.

### **PROBLEMS/CONCERNS:**

I continue to have concerns about the VHA budget and the possible impact on VA nursing staffing levels. I am also concerned about the possible negative impact on centralizing the Information Technology needs of the VHA.

### **INPUT/ACTION:**

To be determined at the April, 2006 Board of Directors meeting if any action is needed by NOVA.

Ron Hopper  
Treasurer – NOVA

## **LEGISLATIVE REPORT 2005-2006**

During this past year, the co-chairs of the Legislative Committee, Cecelia McVey and Ron Hopper have maintained ongoing communication with VACO and NOVA National President on issues related to VA and national issues. There has been ongoing dissemination of VA information to key NOVA members.

By frequent visits to Capitol Hill, have ensured that NOVA continues to be viewed as a powerful name and lobbying presence on Capitol Hill. We have coordinated success Legislative Roundtables in April 2005 and January 2006.

### **GOALS/TARGET DATES:**

The Legislative Committee will continue to provide and coordinate testimony and position papers on issues critical to NOVA. We will continue to conduct Congressional Briefings on budget and appropriation processes targeting staffers of the House of Representative and US Senate VA Committees. We will continue to conduct Capitol Hill visits regularly to alert our elected officials of issues important to NOVA and VA nursing.

The Legislative Committee will continue to ensure NOVA representation in both local and National Task Forces

### **PROBLEMS/CONCERNS:**

The Legislative Committee needs to continue to strengthen email and website communications on legislative activities.

### **INPUT/ACTION:**

The Legislative Committee will conduct a meeting at the April, 2006 Annual Meeting in Miami to enlist interested members to be on the committee.

Cecelia McVey and Ron Hopper  
NOVA

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## MEMORANDUM

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To: NOVA Board of Directors

From: Magelene James

Subject: Board Member's Yearly Report

Date: March 20, 2006

### ACCOMPLISHMENTS/ACCTIVITIES:

1. Served on NOVA membership committee.
2. Communicated with state boards of assigned states. Gathered needed Information to determine the feasibility of obtaining RN roster for each VAH.
3. Continued to communicate with chapters contacts in assigned states and home state.
4. Mailed out chapter membership information to three chapters.
5. Shared information about NOVA during hospital orientation.
6. Serving as president of active chapter 168.
7. Participated on conference calls.
8. Submitted articles to "NOVA News" for Fall 2005 and Spring 2006.
9. Participated in Legislative Roundtable.
10. Attended VA 75<sup>th</sup> Anniversary Celebration.
11. Rejuvenated Chapter 360 and is working with Chapters 356 and 362.

### GOALS/TARGET DATES:

1. Serve on membership committee and actively recruit members.
2. Encourage contact chapters to add at least five members by 6/30/06.
3. Share information about NOVA during orientation (on going).
3. Encourage members to donate to NOVA Foundation (on going).
4. Develop creative ways to retain NOVA members and stimulate new interest in the organization.

### PROBLEMS/CONCERNS:

1. Methods to get more of the membership actively recruiting and involved in educational programs.
2. NOVA must be the fore runner in educating VA nurses on the Nurse Qualification Standards as a vehicle for promotion.

### INPUT/ACTION REQUIRED:

1. Educate nurse executives and hospital directors to the roll of NOVA.
2. Create a video on the Qualification Standards proficiency writing.

## **NOVA Director's Annual Report 2005-2006**

Cheryl Knowles, RN, BSN, HNC

### **ACCOMPLISHMENTS/ACTIVITIES**

During my first year as a new member on the NOVA Board of Directors, I attended the 25th NOVA annual meeting/conference in April 2005 and the 25<sup>th</sup> NOVA Anniversary Gala event in Washington, D.C. I attended the NOVA Board of Director's July 2005 meeting and the 75th VA Anniversary Jubilee event in Washington, D.C. Photos from VISN 2 nursing were contributed for inclusion on NOVA website (can be viewed on current NOVA web pages – refer to sections on history, local chapters, and mentoring). I contributed a chapter article from Chapter 286 for the Fall 2005 issue of *News from NOVA*, and authored & initiated the Treasure Trove for *News from NOVA*, NOVA's official newsletter to membership; a submission from the nursing field was received for this and sent for inclusion in Winter 2005 newsletter. I attended the January 2006 NOVA Board of Director's meeting and attended/participated in the Legislative Roundtable.

As a new member of Legislative Committee, I attended the Legislative Committee meeting held at national NOVA conference April 2005; this also included attending a Congressional Briefing at the Capitol, and actively participating in Capitol Hill visits to Congressional Representatives expressing concerns about the VA budget and other issues. Subsequent to the Hill visit in April, email messages were received from the Senator's office we visited; these provided information on a variety of NOVA interests and were subsequently forwarded to other Board members for review and information sharing. Some of these informational messages were used as topics for NOVA "Hot News" distribution to NOVA membership.

As a new member of NOVA's Membership Committee, I attended the Membership Committee meetings/teleconferences in April, June, August, December 2005, February, and March 2006. As NOVA contact for Group 9 (New York and New Jersey), I have circulated NOVA information and continue to distribute NOVA information throughout this region towards recruiting new members/chapters and offering to serve as a resource as needed. There are ongoing phone contacts and emails with NOVA member contacts at each of the primary site in Group 9. An introduction about NOVA, including NOVA chapter kit history, information about starting a local chapter and the NOVA website address was sent November 2005 to the ADPNS group in VISN 2. Requested ADPNS support for starting NOVA chapters in each facility, encouraged the ADPNS to become a NOVA member, and offered support and guidance with initiating NOVA membership and chapters at each site. I authored the scripting being used in March/April 2006 with telephone contacts to the ADPNS/Nurse Executive at each VA site regarding NOVA information and contacts. Several suggestions have been made to the national Membership Committee with creative ways to try and improve new member recruitment. I contributed a personal donation to the NOVA Foundation in 2005. NYS and NJ state licensing board for nursing contacts were contacted with inquiry for purchasing a listing of RN's/NP's to use for facilitating new recruits with NOVA membership. Inquiry was made with fiscal staff regarding clarification of process used for payroll deduction related to NOVA membership and this was shared/ printed in *News from NOVA*.

I also continue serving as the contact for NOVA Chapter 286 at Bath VAMC. "VA Nursing ~ Caring for America's Heroes" pins (approximately 500 total) were distributed with a thank you note to each nurses aide, LPN, RN, APN in two VA facilities for May 2005, National Nurse Week. I coordinated an educational presentation on Leishmaniasis given by the Infection Control Nurse prior to June NOVA meeting of Chapter 286 and offered a copy of NOVA 25<sup>th</sup> Annual Meeting booklet for members to review. I coordinated the September 2005 NOVA chapter meeting with a dinner and boat cruise. I encouraged local chapter members to take the NOVA membership survey online Fall 2005 and Spring 2006 and provided them with the NOVA website address. Easily accessible links to NOVA and ONS websites were placed on the VISN 2 employees' intranet reference page for nursing to quickly access from the nursing links webpage. NOVA's retention & recruitment recipe booklet was shared and discussed at the newly created Retention and Recruitment Committee at Bath VAMC. I have discussed NOVA with AFGE Union President's at two sites in VISN 2.

**GOALS/TARGET DATES:**

I will continue to circulate NOVA information throughout Group 9 region and to actively recruit new NOVA members, including identifying contacts for sites without a NOVA Chapter contact. I'll continue to strongly encourage all sites in Group 9 to initiate a local NOVA Chapter or reactivate their former chapter and hold NOVA Chapter meetings routinely in pursuit of growing NOVA membership. Also, support for the NOVA Foundation with Spring/Summer 2006 contributions will continue to be sought from chapters/membership in Group 9.

**PROBLEMS/CONCERNS:**

VA budget and adequate resources continues to be a concern. The nursing shortage and downsizing through attrition (i.e.: "do more with less" message) has impacted the nursing/employee morale. Also of concern are the comments heard from contacts at VA site regarding apathy and burnout symptoms among nursing staff at some sites and the challenge it causes at the workplace, ultimately adversely effecting attempts to recruit NOVA membership. Misconceptions and misinformation about NOVA continue to exist among the nursing community – NOVA is not strongly viewed as a resource among the VA nursing community at large. The various Unions representing VA healthcare staff perceive NOVA as a threat and/or competitor and roadblocks are encountered with attempts to initiate NOVA chapters/membership. The NOVA membership database is problematic and needs newer software updates for more efficient and effective data capture and tracking purposes

**INPUT/ACTION REQUIRED:**

Nurses from the NOVA Board of Directors to the VA Office of Nursing Services to the local VA facilities need to join forces in VA nursing leadership and nursing community. We need to mentor and role model for our VA nurses to recognize the importance of belonging to the VA's professional nursing organization, NOVA. Membership, as the driving force of NOVA, will need to be continually recruited. We need to continue to strengthen our NOVA strategic planning for continued success and longevity of NOVA.

Respectfully submitted: Cheryl Knowles, RN, BSN, HNC