





	<p>Applicants must complete the Request Application and all required documents. All items must be submitted to Education Chair by the deadline listed below. Scholarships will be awarded annually, payable directly to the attending educational institution. The recipients will be selected by criteria, as set by the selection committee. Requirements can be found on the “Forms” link on the main web page. Limit one higher education funds award, per member every three years.</p> <p>Deadline: June 1, 2020 to Secretary@Coloradoena.org</p>	
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**Professional Advocacy: Enhancing relations with other organizations**

Index	Objectives/Strategies	ENA Contact
2.1A	Interdisciplinary collaboration *CO ENA DOTH for 2020	Jeanne Schuppe

**Promote growth of Colorado ENA Committees**

Index	Objectives/Strategies	ENA Contact
3.1	<p>CO ENA 2020 standard work for utilizing committee budget. Chairs will develop a budget for committee use in the same fiscal year. Chairs are encouraged to be innovative with budget to promote committee goals.</p> <p>Principles of budget monitoring and reporting</p> <ul style="list-style-type: none"> <li>• Chairs are responsible for the economic, efficient and effective use of budgets</li> <li>• The monitoring of expenditure against budget should be undertaken every quarter via simple itemized finance report to the Treasurer and, where appropriate, at a more detailed level by the individual budget holders.</li> <li>• Regular monitoring of both income and expenditure should take place and the results of such monitoring should be appropriately documented</li> <li>• Chairs are required to stay within budget and any anticipated overage approved by the CO ENA board prior to occurring a deficit budget</li> <li>• Expenses will be reimbursed with a valid receipt</li> <li>• Good financial stewardship is expected with CO ENA funds – The funds are generated by ENA membership. Please remember financial stewardship is the assumption of responsibility of the</li> </ul>	Board Member Mentor as assigned

	<p>financial well- being of another or a group. The expectation being that this responsibility will be carried out with great care, keeping in mind the good of the individual or group being served. Financial stewards have been entrusted with the financial resources of another. There is an expectation of care to be followed when acting as a steward. A financial steward would be expected to make those decisions which would best benefit the individual or group whose financial assets are being cared for; managing expenses, responsible investing, and accountability.</p> <p><b>All Colorado ENA Committee Chairs will be assigned a Board Member as a point person and mentor.</b></p>	
3.2A	<p>Continuation of TNCC-Provider courses throughout the state. The chairperson will provide a written quarterly report to State Council President, two weeks prior to the regularly scheduled quarterly meetings Report will be included in the appropriate meeting minutes and published on the website.</p> <p>Continuation of ENPC-Provider courses throughout the state. The chairperson will provide a written quarterly report to State Council President, two weeks prior to the regularly scheduled quarterly meetings. Report will be included in the appropriate meeting minutes and published on the website.</p> <p>Rural Outreach—see strategic plan</p>	<p>Chair: Eric Christensen, Amy Boren (rural outreach)</p>
3.3A	<p>Provide monies for selected members to attend the 2020 Day on the Hill. Number of members selected determined by National ENA.</p>	<p>Chair: Chelsea Collins/Jeanne</p>
3.3B	<p>The chairperson will provide a written quarterly report to State Council President, two weeks prior to the regularly scheduled quarterly meetings. Report will be included in the appropriate meeting minutes and published on the website.</p>	<p>Chelsea Collins</p>
3.3C	<p>Communicate issues of reform for each timeframe that the house of delegates is in session.</p>	<p>Chelsea Collins</p>
3.3D	<p>Monitor activities regarding reform at state level and communicate information to membership.</p>	<p>Chelsea Collins</p>
3.4A	<p>Provide grants to fund injury prevention activities by members for injury prevention activities.</p> <p>Submit a completed Injury Prevention Request for Funds Form to IQSIP Chairperson. Activities must be reported to IQSIP institute chairperson in order to be reimbursed. Eligible activities may include (although are not limited to ) include gun safety, alcohol awareness, bicycle helmet, child passenger</p>	<p>IQSIP Chair: Vicky Cassabaum/ Caitlin Nave</p>

	safety, texting and driving, domestic violence and other general injury prevention programs as approved by Colorado ENA board. The form for reporting activity can be accessed from the “Forms” link on the main webpage.	
3.4B	Recognize all New Lantern award winners	Eric Christensen
3.5A	Continued recruitment of new members: Goal for 2020: 1050 members	Kellee Smith/ Eric Christensen
3.5B	Attempt to improve retention of members about to expire. Along with committee, develop a mechanism to contact ENA members about to expire and invite them to renew. Remind them of Colorado ENA Benefits.	Kellee Smith
3.5C	Re-establish Emergency Department Liaison program to include FSED, Microhospitals	Kellee Smith
3.6A	Utilize social media access such as Facebook, Twitter, Linked IN and other online communication outlets to promote emergency nursing. All accounts will be created and owned by Colorado ENA, and administered by Media chair and committee.	Social Media: all board members with SM accounts
3.7A	Propose and develop education offerings for the benefit of Colorado ENA members; <ul style="list-style-type: none"> <li>• Education presentation at member meetings</li> <li>• Education Scholarships</li> <li>• Specialty Education offerings</li> <li>• Thank you gift for speakers who volunteer</li> </ul>	Deb Skeen/Amy Boren

**Promote Interest in Research Activities**

<b>Index</b>	<b>Objectives/Strategies</b>	<b>ENA Contact</b>
4.1A	Provide (1) \$5000.00 grant to subsidize emergency nursing related research projects. Must be IRB approved. Submit Grant Application to Education Chair. Research Grant Application can be found on the “Forms” link on the main page. Refer to SOP for eligibility requirements. Limited to one application per member annually. Deadline June 1 <sup>st</sup> , 2020 Applications submitted after June 1 <sup>st</sup> may be considered by the board. Within 6 months of IRB approval.	Caitlin Nave

**Promote the Emergency Nurses Association Foundation (ENAF)**

<b>Index</b>	<b>Objectives/Strategies</b>	<b>ENA Contact</b>
5.1A	Colorado ENA will donate money to ENAF for named scholarship, <i>Colorado ENA Scholarship</i> . Due 5/1/2020	Jeanne Schuppe Amy Boren

#### **Enhance and Promote Communication through the Colorado ENA Website**

<b>Index</b>	<b>Objectives/Strategies</b>	<b>ENA Contact</b>
6.1A	The webmaster will solicit information from Officers, Committee Chairs and general membership and maintain the website with current information.	Amy Boren
6.1B	Meeting minutes will be maintained on the website. Committee reports will be included in the meeting minutes	Amy Boren/ Caitlin Nave
6.1C	Maintenance of website including program updates	Amy Boren

#### **Provide Economic Well Being for Colorado ENA**

<b>Index</b>	<b>Objectives/Strategies</b>	<b>ENA Contact</b>
7.1A	The filing and responsibilities of maintenance of the Annual report and the Charitable Organization form with Colorado Secretary of State to be completed by Council Treasurer	Amy Boren
7.2A	Colorado ENA to maintain liability insurance for the Executive Board Members. In the event that National ENA does not cover this expense, it will be absorbed by the COLORADO ENA with terms of 1 million / 5 million, no (0) deductible.	Covered by National
7.3A	Evaluate and take action regarding investing for financial longevity	Kory Scheideman
7.4A	Plan and budget for administrative costs including: All Colorado ENA accounts, recurring expenses will be managed by CO ENA. Examples below: <ul style="list-style-type: none"> <li>• Tax preparation – Need CPA (\$400/yr.)</li> <li>• Computer updates/software (Quickbooks \$120)</li> <li>• Microsoft Office Suite (\$100)</li> <li>• Event registration service/software</li> <li>• Communication software (\$250/yr.)</li> <li>• Web communication for meetings (Zoom account) \$15/month</li> <li>• Survey Monkey</li> </ul>	Amy Boren

	<ul style="list-style-type: none"> <li>• Postage and Delivery</li> <li>• Printing and reproduction \$ 500/yr</li> <li>• Business Cards \$40</li> <li>• Name tags \$40</li> </ul>	
7.4b	Board Member Expenses <ul style="list-style-type: none"> <li>• Travel for membership meeting (mileage/hotel) \$1000.00</li> <li>• Food for board meetings (restaurant or purchased meals) \$1500.00</li> </ul>	Amy Boren
7.4c	Membership Meeting (snacks/beverages) - up to \$200/meeting	As Assigned/ Amy Boren

**Continued Re-evaluation of the Strategic Plan Board Succession**

<b>Index</b>	<b>Objectives/Strategies</b>	<b>ENA Contact</b>
8.1A	State council board members will evaluate reports from various committee chairs and those needs presented by general membership. Adjustments will be made accordingly, considering finances, resources and personnel available at that time.	Board Members
8.2	Board will review and approve the SP prior to January 31 of each new fiscal year.	
8.3	Board will review and update the SOP at a minimum of every two years.	
8.4	Mentorship/Role Transition <ul style="list-style-type: none"> <li>• Standard Work for board members</li> <li>• Standard work for succession handoff</li> <li>• Standard work for committee chairs</li> </ul>	

<b>Index</b>	<b>Objectives/Strategies</b>	<b>ENA Contact</b>
9.1	50 <sup>th</sup> Anniversary Celebration <ul style="list-style-type: none"> <li>• \$500 from national</li> <li>• \$2000 from CO ENA</li> <li>• Total spending \$2500</li> </ul>	Jeanne Schuppe/ Eric Christensen

Approved 1/17/2020

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