



PANBC MEETING

July 13, 2016

Time: 1100 hrs

Location: Burgoo on West 4th

Attendance:

Jane Ngai

Kylie Thirlwell

Emily Aubry

Levi Abaya

Holly Heath

Purpose of today's meeting: To gather ideas for second PANBC newsletter and plan for the conference

- Newsletter will include official announcement to Save the Date for the upcoming PANBC conference to be held on November 5, 2016
- Contents of newsletter include overview of NAPAN / CAN exam, importance of membership. (assigned to Mariam?)
- Look for new board volunteers for future PANBC and gather ideas for direction of PANBC. Discussion held on keeping the same format versus Online only.
- Next AGM topics include voting on format of PANBC and vote for new board members. Newsletter to be emailed one month prior to conference date.
- In order to increase awareness of the PANBC events and newsletter, the group decided to divide up the task of collecting contact (email/phone numbers) of PACU charge nurses and CN educators in various health authorities in BC. The CN and nurse educators will be encouraged to mail out the newsletter to their staff.

- Conference venue confirmation: obtain menu selection for day of conference (approximate cost of food and beverage, conference room rental) – Treasurer Holly to contact Morgan Creek Golf Course.
- Challenges of finding sponsors for the conference were discussed. Lack of response from emailed vendors/ health care suppliers. As of now, only one possible vendor has committed to help sponsor the conference.
- Set up meeting with SPH PACU OL Tamara on Monday July 18 to discuss options for more possible vendor contacts to help sponsor the upcoming conference.
- Next PANBC meeting to be held on July 25th before 8 pm (venue to be decided)