

**COASTAL BEND ENA CHAPTER #274**

**STRATEGIC PLAN 2011 &  
IMPLEMENTATION WORKSHEET**

<b>Strategic Priority/Goal #1</b>	Communication with Membership
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Desired Outcomes	Measurement
Quarterly newsletter will be published for the membership. Newsletter will be posted on the chapter web site and membership will be notified of its availability.	Newsletter will be distributed to the membership in March, June, September and December.
Calendar of ENA meetings, TNCC courses, ENPC courses, quarterly TENA meetings and ENA General and Scientific Assembly dates will be published on the chapter web site.	Calendar will be posted as soon as possible and updated when appropriate.
Website Updates	Website will be kept up-to-date with chapter, TENA and ENA information and activities.
Increase Membership by 5% from December 31, 2010 level.	Membership as of December 31, 2011 will be 5% above membership as of December 31, 2010
Quarterly ED Manager / trauma coordinator / educator networking event	

Action Steps/Milestones	Accountability	Completion Target	Progress Update
January Program – Meeting Only	Board		
March Program - Social Network, Meet	Board	3/2011	On the Border Social and meeting
May Program - Forensics	Carol McLaughlin	5/2011	Completed May 4, 2011. Also 4 presentation completed at Driscoll Children’s Hosp June 14, 2011 x2 and June 24, 2011 x2
July Program - Violence in the Work Place		7/2011	
September Program	Board		
November Program	Board		
Newsletter March June September December	Wally and Charlotte	3-11 6-11 9-11 12-11	
Develop an event for ED Directors, Manager, Trauma Coordinators and Educators	Board	11-11	

2011Calendar			Completed courses:
TNCC Reverification Course	Linda	03-11	2/26/2011
TNCC Provider Dates	Linda	03-11	3/24-25/2011 Provider 4/8-9/2011 Provider Driscoll course 6/24-25/2011 Provider CBRAC sponsored
TNCC Instructor Date	Linda		
ENPC reverification course	Wally/Teresa	03-11	3/31/2011 Reverification 5/12-13/2011 CBRAC sponsored 7/9/2011 Reverification 8/18-19/2011 Provider
ENPC Provider Dates			
ENPC Instructor Dates			
TENA State Council Meetings	Board	01-11	January meeting attended- Sugarland by Eric Conrad/ Charlotte Trudeau-
		4-11	April Meeting hosted by Coastal Bend Corpus Christi Eric Conrad/Charlotte Trudeau/Wally Fears
		7-11	July Meeting - Austin
		10-11	October Meeting -Arlington
ENA General & Scientific Assembly		9-11	Miami
Update chapter website	Wally/Charlotte	Ongoing	
Social Event for Chapter Planned		Ongoing	Met at On the Border
Bring a Buddy to the meeting	Each member	Bi Monthly	

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**STRATEGIC PLAN 2011 &  
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<b>Strategic Priority/Goal # 2</b>	Communication with TENA/ENA
<b>Desired Outcomes</b>	<b>Measurement</b>
Complete required reports on time.	
Review and update chapter Bylaws	Chapter By-laws will meet current ENA and TENA guidelines.
Implement Update Chapter SOPs	Chapter SOPs will be written /reviewed/ updated and adopted by July 1, 2011
Represent the chapter at TENA quarterly State Council meetings.	Attendance at TENA quarterly meetings
Communication with new members, members that are due for renewal and members that have expired membership.	

<b>Action Steps/Milestones</b>	<b>Accountability</b>	<b>Completion Target</b>	<b>Progress Update</b>
Complete required chapter reports	Charlotte	01-30-11	
Review and update chapter Bylaws	Wally/Charlotte/ Board	06-11	
Attend TENA State Council meetings	2 representatives	12-11	Jan 2011 SEric Conrad/ Charlotte Trudeau-Sugarland April 2011 Eric Conrad/Charlotte Trudeau/Wally Fears Corpus Christi July 2011 Austin Oct 2011 Arlington
Present Draft of SOPs to Board	Wally/Charlotte		
Monthly communication with new members, members that are due for renewal, and members that have allowed membership to expire	Eric	12-11	

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## STRATEGIC PLAN 2011 & IMPLEMENTATION WORKSHEET

<b>Strategic Priority/Goal # 3</b>	Communicate the value of ENA
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Desired Outcomes	Measurement
Welcome letter to new/renewing members	Letters to be sent monthly to new and renewing members.
Complete an activity for ER Nurses Week	
Obtain the Mayor's Proclamation	Receive Mayor's Proclamation
Communicate Chapter ENA through facebook	Facebook page
Provide TNCC and ENPC courses	

Action Steps/Milestones	Accountability	Completion Target	Progress Update
Approve welcome letter and email to new and renewing chapter members monthly.		Ongoing	
Provide TNCC & ENPC course dates for the year	Linda/Wally/ Teresa	4/2011	
Plan activity for ER Nurses week		8/2011	
Ask for the Mayor's proclamation		10/2011	
Create a Local chapter ENA Facebook page	Eric Conrad	4/2011	Completed Jan 2011
Review/develop list of hospitals in region	Wally Fears		

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## STRATEGIC PLAN 2011 & IMPLEMENTATION WORKSHEET

<b>Strategic Priority/Goal # 4_</b>	Service to the Community
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Desired Outcomes	Measurement
The Chapter will develop and participate in one Injury Prevention Project	Completed IP project will be reported at the state and National ENA level.
Provide education to the community by participating in area Health and safety fairs	Working a booth at a area health/safety fair
Participate in volunteering in the community	Completion of volunteer hours

Action Steps/Milestones	Accountability	Completion Target	Progress Update
Determine Chapter IP project	Board	03-11	Fall Prevention
Carry out IP project	Chapter	12-11	
Plan on working a safety/Health fair	Board	12/11	

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**STRATEGIC PLAN 2011  
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<b>Strategic Priority/Goal # 5</b>	Chapter Finances
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Desired Outcomes	Target Performance Levels
CBRAC proposal for provision of TNCC/ENPC courses will be submitted and approved.	Approval of contract by CBRAC
Chapter will contribute to the State Challenge for ENAF	Chapter will donate to State Challenge at the April State Council meeting.
Chapter will begin a savings program.	Chapter will establish a savings program. An SOP will be written regarding management of the savings and reserves.
1099 reports to TNCC/ENPC Instructors	1099 reports will be provided to all members that meet IRS criteria on a timely basis.
Provide equipment needed for Treasurer to complete tasks required	Items obtained

Action Steps/Milestones	Accountability	Completion Target	Progress Update
CBRAC proposal will be completed, approved by the chapter board and submitted to CBRAC for approval.	Charlotte/Wally	2-11	
Chapter will donate to State Challenge for TENA.(\$3 per member)	Board	4-11	
Open savings account	Wally/Charlotte/ Eric	3-11	
1099 reports mailed to members that meet IRS criteria	Charlotte/Wally	1/31/2011	Completed 1/31/2011
Open a PO Box	Wally Fears	4/2011	Completed 3/2011
Purchase Computer, printer, LED projector	Wally Fears	4/2011	Lap top and printer purchased 5/2011

# STRATEGIC PLAN 2011 & IMPLEMENTATION WORKSHEET

<b>Strategic Priority/Goal # 6</b>	Scholarships
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Desired Outcomes	Target Performance Levels
Chapter will promote ENA scholarship material	Chapter will develop fliers and send to EDs
Assist with application process	Assist with application deadline

Action Steps/Milestones	Accountability	Completion Target	Progress Update
Will post scholarship information on Chapter website and Facebook	Charlotte/Wally Eric	When info becomes available	
Present scholarship information at chapter meetings			