

COASTAL BEND ENA CHAPTER #274

**STRATEGIC PLAN 2012 &
IMPLEMENTATION WORKSHEET**

Strategic Priority/Goal #1	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, 2011 level.	Membership as of December 31, 2012 will be 5% above membership as of December 31, 2011
Communication with new members, members that are due for renewal and members that have expired membership.	

Action Steps/Milestones	Accountability	Completion Target	Progress Update
January Program – Sepsis and Procalcitonin; Thermo Fisher Scientific	Board Teddie Proctor	1/2012	
March Program – Pain Ease; Gerbauer Company	Board Sarah Woodruff	3/2012	
May Program – Hemcon; Dilcon Medical	Board Blake McDonald and Joe Miller	5/2012	
July Program - TBD	Board	7/2012	
August Program - TBD	Board	8/2012	
September Program – TBD	Board	9/2012	
November Program- TBD	Board	11/2012	
Newsletter March June September December	Beth,Wally, and Eric	3/2012 6/2012 9/2012 12/2012	
Present a group membership drive to each ED	Board	2/2012	
Get new membership packet from Pat Yancey	Membership Chair	1/2012	
Bring a Buddy to the meeting	Each Member	Bi-monthly	
Survey membership on how they want to receive information	Board	4/2012	

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**STRATEGIC PLAN 2012 &
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Strategic Priority/Goal # 2_		Communication with TENA/ENA	
Desired Outcomes		Measurement	
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, 2012	
Represent the chapter at TENA quarterly State Council meetings.		Attendance at TENA quarterly meetings	
Apply to TENA to host a State Council meeting in 2014			
Scholarship / Assistance for new member to attend Scientific Assembly		Develop criteria for scholarship / assistance	
Nominate Members for State Awards		Members will be nominated for each award	

Action Steps/Milestones	Accountability	Completion Target	Progress Update
Complete required chapter reports	Eric	Quarterly	
Review and update chapter Bylaws	Board	6/2012	
Attend TENA State Council meetings Encourage newer members to attend state council meetings	2 Representatives	12/2012	Jan 2012 – San Antonio April 2012 – Galveston July 2012 - Lubbock Oct 2012 – Arlington
Review SOPs	Board	6/2012	
Review nomination criteria and nominate a member for each state award	Board		
Develop and write criteria for assistance in attending scientific assembly	Board	6/2012	

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STRATEGIC PLAN 2011 & IMPLEMENTATION WORKSHEET

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

Action Steps/Milestones	Accountability	Completion Target	Progress Update
Approve welcome letter and email to new and renewing chapter members monthly.		Ongoing	
Obtain new member packet from Pat Yancey	Eric	1/2012	
Provide TNCC & ENPC course dates for the year	Linda/Wally/ Teresa	Ongoing	
Plan activity and provide a gift to ER's for ER Nurses week		8/2012	
Ask for the Mayor's proclamation	Wally	8/2012	
Update local ENA Facebook page	Eric Conrad	Ongoing	
Using TENA CEN program provide a CEN review course	Board	12/2012	

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**STRATEGIC PLAN 2012 &
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Strategic Priority/Goal # 4	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
Participate in a charitable project	Completion of charitable project

Action Steps/Milestones	Accountability	Completion Target	Progress Update
Determine Chapter IP project	Board	3/2012	
Carry out IP project	Chapter	12/2012	
Plan on working a safety/Health fair	Board	12/2012	
Volunteer for Houses for Habitat	Board/Chapter	10/2012	

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**STRATEGIC PLAN 2012
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Strategic Priority/Goal # 5	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.
Develop an SOP regarding management of savings and financial reserves	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.
Purchase an LED projector for use by chapter	Items obtained
Develop a chapter budget	Budget developed and approved
Provide ENPC and TNCC Instructor Course	Courses completed

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	2/2012	
Chapter will donate to State Challenge for TENA.(\$3 per member)	Board	8/2012	
1099 reports mailed to members that meet IRS criteria	Wally/Charlotte/ Eric	8/2012	
Purchase LED projector	Wally Fears	1/2012	
Develop and approve a chapter budget	Board Wally	1/2012	
Develop an SOP for management of savings and financial reserves	Board	6/2012	
Provide an ENPC and TNCC instructor course	Wally	12/2012	

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STRATEGIC PLAN 2012 & IMPLEMENTATION WORKSHEET

Strategic Priority/Goal # 6	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
Present ENA scholarships and member benefits to Nursing Programs	Chapter to develop presentation for schools of nursing

Action Steps/Milestones	Accountability	Completion Target	Progress Update
Will post scholarship information on Chapter website and Facebook	Charlotte/Wally Eric	As info becomes available	
Present scholarship information at chapter meetings		Bi-Monthly	
Present scholarship information to schools of nursing		12/2012	