



## **Draft Minutes of the General Assembly (GA)**

**held on 21<sup>st</sup> April 2022**

### **1. President's welcome and introduction to the GA**

The President, Prof. Dr. Maria Müller Staub, welcomed members and guests to the General Assembly.

A total of 65 ACENDIO members attended: 58 participants, 7 Board members (plus 1 keynote speaker as guest). Agenda points are to be approved by majority votes. Board members do not vote on agenda points but are eligible to vote in elections. The following reports were published on the ACENDIO website one month ago for members' information:

- Minutes, resp. the General Assembly 2022
- ACENDIO Strategic plan and organogram 2022-2023
- Presidents' overall report
- Secretary report
- Local eHealth Workshop (St. Pölten) Committee report
- eHealth Workgroup 1 report
- Research Committee report

### **2. Receive and approve two individuals from the attending membership to undertake the counting of votes**

Silvia Brunner, (PhDc, from Austria), and Luca Bertocchi (PhDc Italy) were suggested to undertake the counting of votes. The President thanked these persons and supported the request that they count the GA votes.

The membership unanimously agreed.

### **3. Approve the agenda**

The agenda was unanimously confirmed.

### **4. Receive and approve the draft of the Annual GA Report of March 19, 2021**

The draft of the Annual GA Report of March 19, 2021 was unanimously approved.

### **5. Receive and approve reports from the Board of Directors of activities since the previous General Assembly (2021-2022)**

- President's report (MMS)
- Secretary's report (FD)
- Vice President and Local eHealth Workshop Committee report (CLS)
- eHealth Workgroup 1 report (MH)
- eHealth Workgroup 2 report (HdGW)
- Research Committee report (VZ)

The President Prof. Maria Müller Staub reported on four regular and several special board meetings held in 2021 to support activities. The Strategic Plan and Organogram were renewed and followed through. Main tasks of the last year were the finalization of the constitution and gaining new members. Writing Presidents' Messages is a new format to keep members informed; and the eHealth Workgroups went on with their projects to provide SNL implementation and education guidelines. Two major tasks were the renewal of the website along with new membership databases and organizing the conference. The 2021

Conference was the first online event organized by ACENDIO. The main reason for holding this conference online was the Covid-19 pandemic.

The Secretary Dr. Fabio D'Agostino (FD) reported that per December 31, 2021, ACENDIO had 91 individual members, 6 Honorary Members and 9 Institutional Members. The total of members therefore was 106. Secretary functions focused on administration (e.g., minutes, management of documents and membership database, conference registration along with frequent member contacts, meetings or opening tickets with Overstep, management of ACENDIO tools such as Paid membership etc.), being a member of eHealth working group 1, support the workshop preparation and collaborating in the ACENDIO Legal Act Project.

The Chair of the Local eHealth Workshop Organizations Committee and Vice-President, Dr. Claudia Leoni-Scheiber, gave report on the organization process of the first official ACENDIO Workshop in St. Pölten to be held in March 2022, and on her other commitments as part of the eHealth Workgroup 2.

On behalf of the eHealth Workgroups, FD presented the report of Workgroup 1. The chair is Mikko Härkönen and other members are Bente Christensen (Norway), Fabiana Dos Santos (Brazil), Kim de Groot (the Netherlands), Renate Nantschev (Austria) and Fabio D'Angelo (Italy). The product of this working group is a 'Practical Implementation Guide' on what, how and why to implement SNLs into practice.

Helen de Graaf-Waar chairs Workgroup 2 and presented the report. This Workgroup counts 13 members representing the Netherlands, Austria, Italy, Spain, Germany, Slovenia, and Switzerland. The product of this working group is a 'Practical Implementation Guide' on how to implement SNLs into education.

The ACENDIO Research Committee is chaired by Dr. Valentina Zeffiro (VZ). Maria Müller Staub presented the report on behalf of VZ. This committee consists of the following board members: Valentina Zeffiro, Sergio Barrientos-Trigo, Fabio D'Agostino, Claudia Leoni-Scheiber and Maria Müller Staub.

ACENDIO offered another grant opportunity, and three research proposals were submitted:

- A pain Information Model was developed and validated across more than 10 institutions in the US. The strategy was replicated in a Brazilian institution, showing differences and commonalities across countries. Now, further investigation is needed to validate and support inclusion of pain management data across settings, countries and SNLs, such as SNOMED-CT.
- The development of a documentation model based on Gordon's functional patterns and NNN that can be applied on adult surgical cases in clinical practice and will be adapted to the Romanian nursing context. To test the model, the method of experimental design will be applied.
- In 2021, a specific evidence-based nursing diagnosis focused on patients' self-care of HF was developed. The diagnosis proposal now requires validation of its clinical indicators and etiologies in different healthcare settings, in addition to developing linkages to expected outcomes and adequate interventions.

The Research Committee evaluated the submissions by using detailed evaluation criteria. Two members withdraw due to a conflict of interest and were replaced by two other board members to assure unbiased evaluations. The winners are announced under point 11 of this agenda.

All reports were unanimously accepted.

## **6. Receive and approve auditor report**

The auditor report was presented by Lars van Heerden. As controlling body, the auditors reviewed the annual financial statement of ACENDIO for the financial year ending December 31, 2021. Based on the results of this audit, they proposed that the General Assembly approves the annual financial statement and grants discharge to the Board of Directors.

The auditor's report was unanimously accepted.

## **7. Receive and approve accounts and the Treasurer's report (2021-2022)**

The Treasurer, Helen De Graaf-Waar, presented the report and ACENDIO accounts.

The report was approved.

**8. Consider the following motion:**

The membership fee to be changed in 2023, as costs constantly got higher (e.g., for website maintenance, conference, and banking costs). In the next year, ACENDIO will need an assurance as stated for legal associations by Dutch regulations. Besides, there was no raise in membership fee's since over 10 years. Therefore, the board suggests a raise of Euro 15.- (starting in 2023). The membership fee for two years would then be:

Individual Member = 70.-, Students = 35.-, Institutional Membership= 565.-

Proposed by: President, Maria Müller Staub. Seconded by: Sergio Barrientos Trigo, Board Member.

The motion was approved.

**9. Receive and approve the budget for 2022**

The Treasurer, Helen De Graaf-Waar, presented the budget for 2022.

The budget was approved.

**10. Receive and approve the proposal of the Board of Directors for activities during the forthcoming year (strategic plan)**

The proposal of the Board of Directors for activities during the forthcoming year (strategic plan) as presented by the President was unanimously approved.

**11. Announcement of the Research Grant and winners**

While all submissions were of high quality, the one on “Validating the clinical indicators and etiologies of the nursing diagnosis self-care deficit of HF in different healthcare settings, in addition to developing linkages to expected outcomes and adequate interventions” submitted by Natany da Costa Oberfrank (Univ. of Iowa), Gianfranco Sanson (Univ. of Trieste), and Camila Takao Lopes (Federal Univ. of Sao Paolo) got the highest scores. On behalf of Valentina Zeffiro, Chair of the Research Committee, the President congratulated the winners and showed the honoring document which will be sent to this research group.

**12. Consider other matters of importance to the Association, which have been made in writing to the Secretary and postmarked one month prior to the meeting**

No other matters were written to the Secretary prior to the GA.

**13. Closing of GA**

Maria Müller Staub thanked all members for attaining the GA and the board, the auditors and all members for their continued support. The next ACENDIO Conference was announced: It will be in Rome at UniCamillus University from March 16th to 18th, 2023.

With special thanks to all presenters and participants, the President closed the GA.

April 22, 2022; minutes written by



Maria Müller Staub, President



Fabio D'Agostino, Secretary