



A C E N D I O

THE ASSOCIATION FOR COMMON EUROPEAN NURSING DIAGNOSES, INTERVENTIONS AND OUTCOMES

ACENDIO BOARD OF DIRECTORS MEETING

April 8th, 2021, 17:30-19:10, online

Present

Maria Müller-Staub (President) (MMS)
Helen de Graaf-Waar (Treasurer) (HdGW)
Fabio D'Agostino (Secretary) (FD)
Bente Christensen (Board Member) (BC)
Claudia Leoni-Scheiber (Board Member) (CLS)
Mikko Härkönen (Board Member) (MH)

Apologies

Sergio Barrientos-Trigo (Board Member) (SBT)

1. Welcome, apologies and confirmation of agenda

Meeting starts at 17:30, agenda is confirmed.

2. Board meeting to introduce each other

MMS welcomes all, and specially the new board members, BC and MH.

FD, elected Secretary since 2019. Secretary's tasks are the minutes, manage the membership database, communication with ACENDIO members, collaboration in conferences/workshops organization and work closely with the President and Treasurer. FD wants to continue to support technology (e.g., website development), to bring new members and larger networks to plan research projects.

MMS, in the Board from 2017 and President from 2019, in ACENDIO for 20 years. MMS represents ACENDIO in the world and wants to bring new members to the Association. She is an SNL expert and consulted over 10 firms in EHR developments representing state of the art nursing documentations. As President, her duty is to provide strategic leadership and represent ACENDIO also in other associations. MMS was re-elected with the most votes and feels honored about that. Members wrote MMS that they are happy that ACENDIO is in good hands, but it's clear that she'll leave at least in two years – which is a short time. This means, the current board needs to become familiar with the full scope of ACENDIO tasks in order to go on. All board members should be familiar with ACENDIO's mission, its history and organizational issues to secure the long-term sustainment of ACENDIO.

BC, is a new board member, she is a senior adviser on eHealth at the Norwegian Nurses Organization, and as Associate Professor at the Faculty of Nursing and Health Sciences at the Nord University in Norway. She holds a PhD a PhD in Information Systems Research, and her main working field is in nursing terminologies and in structuring Nursing Documentation in Electronic Patient Records. She already started to work on the website jointly with Mariann (previous webmaster), BC wants to contribute to the further development of the ACENDIO.

MH, is a new board member, he is a development manager at the Finnish Institute for Health and Welfare. He has experience in code systems, terminologies and classifications. He is a chair in the SNOMED CT National Release Center of Finland, in the Member Forum of SNOMED



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International, and in several other Semantics, Informatics or ISO Networks also a member of the FinnishCC. MH wants to collaborate to make nursing documentation and standards visible in Europe.

CLS, board member since 2019, and an expert in educating nurses on Standardized Nursing Terminologies (SNLs). Her dissertation included four studies on SNL implementation in a Swiss hospital, and participates in an ACENDIO grant research project. CLS is motivated to share her expertise to improve ACENDIO. CLS will work for the next ACENDIO workshop in St Polten.

HdGW, newly elected treasurer at the last General Assembly, is involved in ACENDIO since 2013 at the Dublin conference. Her main topic is Education and clinical decision making. Her Masterthesis addressed the accuracy of nursing diagnoses in documentation, and developed the Dutch NNN database for EHR implementation. She wants to bring her practical experience to ACENDIO by working with SNLs and to improve networking among ACENDIO members. She organized the last ACENDIO conference, and is in the process of the handover as new Treasurer.

3. Appoint Vice-President and additional board members

According to the ACENDIO constitution (Article 6.3, g+h, 6.4.2), the Board has to replace board vacancies in case not all offered positions got nominations. When the coming VP vacancy was known, the last board was asked to nominate self or others for this position, and CLS showed interest. The board supports her and appoints her as Vice-President.

According to the above articles, Valentina Zeffiro and Gianfranco Sanson have been appointed by the Board as Board member (VZ) and as a Co-Chair of the next Scientific Conference Committee (GF), respectively. Both can stand for election at the next GA; and would be introduced to board by then functions. MMS will inform VZ + GF to ask their acceptance for these appointed roles.

4. Information on tasks until next meeting, dates/places of 2021 meetings

- a) The President, Treasurer, Secretary and Webmaster, should use the ACENDIO official emails (.....@acendio.net) . If something happens to one of us, nobody has access to our personal emails while the Officers can still access the ACENDIO email, and could take over.
- b) Board members addresses: A new list with address information is needed. MMS prepares a file and puts it on the Dropbox, where each member can fill it this information directly. All members should fill in by the 15th of April, full addresses (titles, home + office addresses, plus mobile nr).
- c) All members need to use the ACENDIO Dropbox – FD will send the Dropbox invitation to the new board members. Everyone please take a close look at what is stored there, since this gives an impression of the work of the Association, and provides templates for board use/support.
- d) MMS will send the new ACENDIO board members and the new ACENDIO roles (e.i., Vice-President and Treasurer) some forms to fill in in order to register the Board members to the Dutch Chamber of Commerce (ACENDIO is a legal association, our names/passports must be submitted – as we are responsible as Board not only for the finances, but also for the correct leadership of the Association. All papers must be stored officially and for 7 years).
- e) ACENDIO Report on the last conference:
The website will be updated about the conference and other issues in a week, so that members have all news. MMS thanks BC who already took over this task from/with Mariann. She also thanks FD + HdGW for ongoing post-conference work.



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- f) Conference participants and budget: next board meeting FD + HdGW check and compare names/participants of:
 - platform (eventInsight/Bano)
 - bank account (direct payers) and registrations via ACENDIO website.
 - HdGW provides conference spendings/earnings, and on the actual state of ACENDIOs post-conference finances
 - HdGW will send Manuel Schwanda the ACENDIO research grant money (1500 Euro)
 - CLS sent the Derek Hoy poster prize to Dave Zanon – a free entry to the 2023 conference – and finalized an official description of the prize as template for future conferences (see drop-box) .
- g) Numbers of ACENDIO members – individual, honorary and institutional members
MMS and FD will provide this as soon as clarified, see also f).
- h) We need gaining more members, as this was the lowest number in conference participants since 2009 – due to the special Covid situation.
- i) MMS suggests that all members could translate the summary of conference into their language, and spread it in their own network by publishing it in their countries as soon as the website is updated, with a link to the ACENDIO website. MMS will provide a new Presidents letter along with this message.

5. Next meetings:

One short evening meeting: May 11th, 17:30 – 19:00 to discuss open questions of the above and on past conference issues, membership numbers, questions to prepare the new ACENDIO Organogram and 2021 – 2023 Strategy.

Regular board meeting

Friday June 4th, 16:00 to 18:00 +

Saturday June 5th, 9:00 to 13:00

One short evening meeting: first week of August (Members will set a date at the end of the regular board meeting).

Regular board meeting

September (date to be decided via doodle - follows)

MMS suggests having an in-person meeting in St. Pölten or in Rome and prefers one in-person meeting per year. Socially being together has brought ACENDIO forward throughout the years. This allowed networking and growing as a team. For this reason, board members got sponsorship by their Institutional Memberships, and got invited board dinners. FD suggests continuing with online meetings, to save time/money/environment. Decision tbdl.

6. Thanks and closing

MMS thanks all for participating and for the good start into the new biennium.

End of meeting at 19:10