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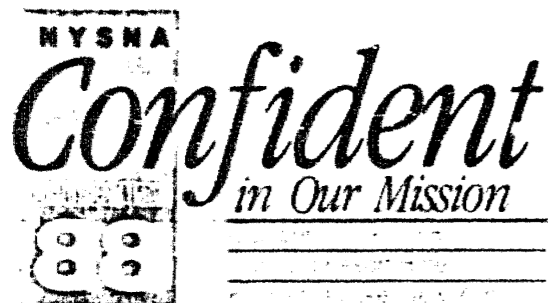
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#64

Delegate Orientation



July 25, 1988

TO: NYSNA Delegates to the 1988 ANA House of Delegates

FROM: Juanita K. Hunter, President
Martha L. Orr, Executive Director
Wendy M. Burbank, Associate to the Executive Director

RE: Delegate Evaluation

Attached is the Delegate Evaluation for 1988 House of Delegates activities and procedures. We would appreciate your completing and returning it as soon as possible. A reply envelope is enclosed for your convenience.

The special meeting of delegates during the NYSNA Convention (October 16-19 at the Concord in Kiamesha Lake) is scheduled for Sunday, October 16, from 4:00 PM until 5:00 PM. We urge you to attend, and hope you will be able to do so. If you have any questions about convention or about the special meeting, please call Wendy Burbank.

Again, thank you for your unstinting hard work in Louisville. We realize the delegate's schedule is a grueling one. Your expertise, your professionalism and your seeming tirelessness were and will continue to be valued more than we can express.

DELEGATE EVALUATION

Please assist us in planning for our delegation to next year's House of Delegates by evaluating our 1988 activities and procedures.

I. Delegate Orientation

- A. Did the information sent to you prior to orientation provide you with sufficient information? Yes No
If no, what information did you need? _____
- B. Did the orientation to delegates on June 1st meet your needs for information and assistance prior to the House of Delegates?
Yes No
If no, what were the problem areas? _____
- C. Have you any suggestions for improvement of the orientation session?
Time and place _____
Other _____
- D. Were you a first time delegate? Yes No
- E. If so, did you participate in the special orientation for new delegates?
Yes No
- F. Did you find the special orientation session helpful?
Yes No
- G. Have you any suggestions for the improvement of new delegate orientation?

- H. Were the facilities and food service of the Doral Inn acceptable?
Yes No

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1 Delegate Orientation

-2-

II. House of Delegates: NYSNA Caucuses

- A. Do you feel the caucuses were helpful in presenting information on the issues? Yes _____ No _____
- B. Do you feel the caucuses were helpful in providing the opportunity for developing consensus of our delegation on issues before the House? Yes _____ No _____
- C. Have you any suggestions for improvement of the caucuses?
Yes _____ No _____

If yes, can you give specific suggestions for improvement:

- D. Were you satisfied with the scheduling of the caucuses?

Yes _____ No _____

If no, what were the problem areas? What changes would you recommend?

III. Have you any other comments or suggestions for planning next year's Delegation?

IV. Are you planning to attend both the NYSNA Convention October 16 - 19 and the special meeting of NYSNA delegates during the convention?

Yes _____ No _____

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1 Delegate Orientation

NEW YORK STATE NURSES ASSOCIATION

Memorandum

To: Juanita

From: Wendy

4/20/00

THERE ARE 37

"NEW" DELEGATES.

New is defined as not having served in 1997. A few served before that (not many).

New York City (includes Long Island)

Backer ✓			
Bailey ✓			
Ballard ✓		13	
Barry ✓	36	17	new-
Beck ✓	11		
Belle-Downes ✓		11	
Birnbach ✓	19		
Cadogan ✓		37	
Carey ✓	12	78	
Carter ✓	26		
Cohen ✓			
Colin ✓			
Collins ✓			
Countryman ✓			
Donovan ✓			
Gonzalez ✓			
Goropeushek X			
Graf ✓			
Hardie ✓			
Knight ✓			
Korn ✓			
Malon ✓			
Marshall ✓			
Mason ✓			
McDonald ✓			
Naegle ✓			
Nelson X			
Pagel ✓			
Perratto X			
Plummer ✓			
Preziosi ✓			
Reekie ✓			
Rooney ✓			
Sell ✓			
Williams ✓			
Trotman-Jones			
37 37			

new - 10 + 11
⑫

Handwritten notes:
William
Mary
Susan

Handwritten notes:
William
Mary
Susan

Handwritten notes:
Mary
Susan
William

Downstate (could go to NYC or Albany)

Beaton ✓		
Daly ✓		
Frost ✓		
Gallagher ✓		
Greiner X		
Inskip X		
Lund ✓		
Mazzie ✓		
O'Day ✓		
Ricci ✓		
Sweeney ✓		

Handwritten:
new
5 + 1
⑥

Handwritten notes:
Mary
Susan
William

13
15
28
43

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Delegate Orientation

Buffalo/Rochester/Syracuse

- Stead ✓
- ✓ Byers ✓
- Callan ✓
- Evers ✓
- Henrette ✓
- Hunter
- ✓ Janusi ✓
- Majewski ✓
- ✓ Martin
- ✓ Mulvey
- Powers
- Randisi ✓
- Redman
- Terres ✓
- Volland ✓
- ✓ Wiggins
- Cool ✓

next 3 + 1 (9)

Albany

- Burns
- Fralley ✓
- Gerardi ✓
- Gothler
- Woodard ✓
- Eittel ✓

next (4)

Binghamton Elmira

- Baker
- Britten ✓
- Brown ✓
- Payne ✓
- Spencer ✓

next (4)

Albany Elmira

- Baker

next (4)

(1)

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Delegate Orientation

Delegate to make a list

1. House of Representatives - study coffee unit - 2 large boxes copy (add)

4. First meeting

1970

2. Voting procedures

3. To use and support our ideas

4. Delegate to attend together in reporting to delegates

5. Delegate to understand the role of the delegate in the House of Representatives

6. Delegate to understand the role of the delegate in the House of Representatives

7. Delegate to understand the role of the delegate in the House of Representatives

8. Delegate to understand the role of the delegate in the House of Representatives

9. Delegate to understand the role of the delegate in the House of Representatives

10. Delegate to understand the role of the delegate in the House of Representatives

11. Delegate to understand the role of the delegate in the House of Representatives

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1 Delegate Orientation

Delegate Orientation

center document

History of the Party

purpose of military

current objectives

current goals & ending level

delegate issues

in regards for small groups

role of delegate

current H.W. goals

conclusion

current issues & delegates

1) bring all materials

2) provide

3) provide answers questions

100

current H.W. goals

history

conclusion

current issues

purpose of military

current objectives

Delegate Orientation

History

1) bring

2) provide answers questions

3) provide materials

4) provide answers questions

5) provide answers questions

6) provide answers questions

conclusion

Delegate Orientation

History

purpose of military

current objectives

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Delegate Orientation

See page 3.

DELEGATE ORIENTATION: June 1, 1987

I. INTRODUCTIONS

It is helpful to the work of the delegation to know each other. Although we did introduce everyone at the ~~May~~ ^{April} orientation session, I suggest that we do this once more.

I would like to introduce the Association's parliamentarian, Dr. Eugene Bierbaum. Dr. Bierbaum will accompany the delegation to Kansas City in order to provide on-site assistance to the delegates. The Board of Directors felt that since there are two critical issues (future membership and dues increase) before us, Dr. Bierbaum's immediate assistance could be valuable.

I'd also like to let you know that 8 alternates have been added to our delegation. Most recently, the injury of Juanita Majewski's daughter has made it impossible for Juanita to be a delegate. I thank Irmatrude Grant, who learned only Friday that she was to serve as a delegate, for her willingness to rearrange her schedule at the last moment.

II. ANNOUNCEMENTS

Lunch is scheduled for 12:30.

Hotel sheet sign in

III. SCHEDULE OF DELEGATE COMMITMENTS

Before we begin the review of our delegation procedures and the substantive reports and resolutions, I would like to ask that you review with me the schedule of events for our delegation.

We recognize that you are again going to have very long days; the caucus schedule seemed to be the only possible time to get us together...and you indicated last year that you preferred early morning meetings to late evening ones.

The tentative schedule was mailed to you in the last delegate mailing. Please note these additions to the schedule:

The New York Deli, honoring New York candidates for ANA offices will be Sunday, June 7, 12 noon to 2:00 p.m. Please add this to your calendar; you will hear more about this event this afternoon when we have time devoted to the candidates.

There is a special caucus of all staff nurses who are delegates, organized by the California Nurses Association. This meeting will be Friday, June 5, 8:30 - 10:30 pm. It would be most helpful if those of you who are staff nurses would attend this meeting and report back to our caucus.

THE NEW YORK STATE NURSES ASSOCIATION DELEGATION TO 1987 ANA HOUSE OF DELEGATES

Delegate Orientation Session

June 1, 1987
New York City

TENTATIVE AGENDA

- I. Introductions
- II. Announcements
- III. Delegation Procedures
- IV. Review of Proposed Amendments to Bylaws
- V. Review of Reports and Resolutions
- VI. NYSNA Candidates for ANA Offices
- VII. Other

Handwritten notes in left margin:
 8:30 - 10:30 AM
 Review of reports and resolutions
 Review of proposed amendments to bylaws
 Review of reports and resolutions
 NYSNA candidates for ANA offices
 Other

Handwritten notes on agenda items:
 I. Introductions
 II. Announcements
 III. Delegation Procedures
 IV. Review of Proposed Amendments to Bylaws
 V. Review of Reports and Resolutions
 VI. NYSNA Candidates for ANA Offices
 VII. Other

Handwritten notes on right side of agenda:
 Review of reports and resolutions
 Review of proposed amendments to bylaws
 Review of reports and resolutions
 NYSNA candidates for ANA offices
 Other

MC/1a
5-29-87

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1 Delegate Orientation

IV. DELEGATION PROCEDURES

Delegates last year were asked to complete an evaluation of the delegation's procedures. To the extent possible, we have implemented your suggestions. We will need to discuss some of the "bugs" we encountered last year and make decisions concerning the best way to conduct our business.

I'd like to review a few of the comments and suggestions:

You suggested that it would be better to schedule delegate orientation after the NYSNA Board had met to form their recommendations to you. We have done this, and the Board's recommendations are available to you today.

You also asked that there be more than one meeting for orientation...which, as you know, has been done.

You asked for an organizational chart of ANA in order to assist you in understanding the structure of ANA. This was given to you.

You asked that New York candidates be given an opportunity to present their "Candidates' Night" speeches to you--both for their benefit and yours. Those candidates who wish to do so have been invited to speak to you later in the agenda.

We will discuss other recommendations regarding caucuses, voting procedures, etc., as we review these.

ASK MLO TO REVIEW THE PROCEDURES

Here sign

Please refer to the handout titled: house of Delegates Procedures.

First: delegate credentials

Please remember that you must have your NYSNA membership card with you in order to receive your delegate badge. If you have misplaced it, please let Wendy Burbank know today. We will have new cards issued and will bring them with us to Kansas City. (Wendy is accompanying us..you can arrange to get the cards from her Friday afternoon.)

If for any reason you have to leave the delegation early, please remember to leave your delegate credential card with me. Unfortunately, we do not expect to have any accredited alternate (other than myself) present to fill in...so please do not leave early unless absolutely necessary.

Next: attendance

Our procedure for taking attendance at the House of

Delegates sessions was to circulate the entire roster of delegates for you to check off your names. This was awkward since the roster frequently "got lost" as it was being passed around.

One suggestion that you made was to use the seating chart to assign seats for the entire House of Delegates...then the row monitors could simply check the chart, note the vacant seats, and know who was missing. Just to remind you that there are two reasons to take attendance: to determine that all delegates fill their obligations as per the delegate reimbursement policy, and to attempt to assure that we have a full delegation for the business of the House. Could we have discussion on the assigned seat idea?

Note: seating chart is in the packet...very awkward arrangement of the New York delegation.

Next: sign-in/out during the sessions

Several of you commented that you did not like this procedure. However, it seemed to work fairly well, since the row monitors could attempt to locate absent delegates when a vote was about to be taken. Could we have some discussion on this aspect of our procedures?

Next: taking roll-call votes

Again, we found it unworkable to circulate a single roster of delegates for taking roll-call votes. If you are agreeable to using the assigned seat method, we can prepare ballots for each row, which would then have to be passed down only one row. The row monitors could collect the ballot for the row, total it, and enable us to do the total delegation vote tally more quickly. Discussion?

Next: voting indicators

Another procedure which was not unanimously favored was the method we used to assist the delegates who wanted to know the recommendation of the Board or the President regarding the vote. You may remember that the delegate captains held up color coded papers on each vote: green for yes, blue for no, and yellow for "vote your conscience." We felt that this made it possible for our delegation to vote as a powerful block when necessary. Several of you, however, said you were embarrassed by this process. Could we have some discussion of your preferences on this matter?

(break here)

There is a sheet circulating - representation of seating chart. Please fill in names & return to W.B.

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Delegate Orientation

Next: handouts/reference committee reports

One row monitor will be assigned to pick up the entire delegation's copies of these documents and to place them at your seats. (Convention news also?)

Next: delegate captains and row monitors

Several of you indicated that you were not really sure of the functions of these persons; so, a brief review is in order.

Row monitors:

take attendance during the House
count the votes
locate "missing persons" when a vote is
near
obtain and distribute handouts

Delegate captains:

plan strategy with the President
meet with other delegations if we are
asked or if we wish to lobby others
communicate suggested votes
provide information and assistance to
our own delegates, if needed

Any questions or discussion?

Next: Caucuses

There were numerous conflicting recommendations regarding the caucus procedures. Some comments noted that more people could have been asked to attend reference hearings and report back; others commented that more dialogue should be encouraged, that experienced delegates were always the "speakers." Some asked for advance agendas for the caucuses.

Just a comment on the latter suggestion...I don't know how we could do this since we cannot know in advance exactly where we will be in the business of the house until the evening before any given caucus.

We recognize that the time available for caucus is extremely limited, and we have expressed our dissatisfaction with ANA's scheduling...but we couldn't find any other reasonable time to meet.

EMS: your show now!

V. REVIEW OF PROPOSED AMENDMENTS TO BYLAWS

You have been given the recommendations of the NYSNA Board of Directors regarding the bylaws. Let's go through these to clarify any of the recommendations, and discuss any problems.

Please refer to the handout: 1987 ANA House of Delegates, Reports/Resolutions/Proposed Bylaws Amendments...Recommendations of NYSNA Board of Directors.

The bylaws amendments are printed on blue paper, and will be discussed in Reference Hearing E.

Ellen: remember to note the error in the written report re terms of office of cabinet members; (four years, not three)

At the end of the review--ask which delegates would like to be assigned to report on this reference hearing.

VI. Review of Reports and Resolutions

We will review these in the context of the reference hearing in which they appear. ~~(Ellen: please note that the Board recommendations may not be in the exact order in which they appear on the reference hearing schedule. We should use the print reference hearing schedule to put the discussion in some kind of order.)~~

REFERENCE HEARING A:

Special Forum and hearing on membership options.

Ellen: Comment on the first delegate orientation session. The position paper was sent to all 615 delegates. The recommendation is to vote to support the recommendation of the ANA Board to defer action on this subject to 1988.

Ellen: Assign delegate captains and ask for volunteers of delegates to report on each hearing and special forum.

REFERENCE HEARING B:

Strategic Priorities for 1988.

FINANCE FORUM:

ask for information in advance

? re response to the state
has a letter with
? re motion to propose
independently

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Delegate Orientation

REFERENCE HEARING C:

Proposed Increase in Dues Conversion

REFERENCE HEARING D:

BOD-F: Activities Around Implementation of the Baccalaureate

BOD-D: Scope of Practice

REFERENCE HEARING E:

COB-A: Proposed Amendments to ANA By-laws

REFERENCE HEARING F:

BOD-C: Legislative and Regulatory Initiatives for Fiscal Year 1988

BOD-G: Federal Commissions Regarding Health

BOD-H: American Red Cross

CNP-A: Specialization in Nursing Practice

CNP-C: Peer Review Guidelines

CE&GW-A: Aids and the Impact on Workplace Policies

Res. 1: Improving the Image of Nursing in the Media

CNP-D: Communication Between Practice Councils

REFERENCE HEARING G:

CNR-A: Ensuring Federal Support for Nursing Research

CNP&CNR-A: Access to and Utilization of Nursing Information Resources

CNE&CNS-A: Nursing Recruitment and Retention

CNP-B: Establishment of a Coordinated System of Certification for Nursing

Res. 2: Educational Requirements for ANA Certification

Res. 3: Access to Child Care

REFERENCE HEARING H:

Res. 4: Emergency Shelter and Health Care for the Homeless

Res. 5: Youth Suicide Prevention

Res. 6: Discriminatory Psychiatric Diagnoses

Res. 7: Family Violence

BOD-I: Long Term Care

CNS-A: Long-term Care

CNP-E: Role of the nurse in Organ and Tissue Donation

CHR-A: AIDS

CHR-B: Access to Health Care

That completes our review of reports and resolutions.

VII. NYSNA Candidates

Remember that Nettie wants to explain the New York Bell.

Ask which candidates want to practice their speeches.

???Do we want to ask for comments on any other candidates.