**Ohio Valley IACRN Meeting Minutes**

**May 17, 2017**

Lori Brunner (Co-President) and Kristal Hatter (Co-President) welcomed everyone and discussed below topics:

* IACRN 2017 Conference
	+ October 18-20 in Providence, Rhode Island
	+ “Clinical Research Nursing: Incorporating Professional Scope and Standards to Advance the Coordination and Care of Research Participants”
* Grab a member and Go campaign
	+ May 1st through September 15th
	+ For each new or reinstated member that you refer to the IACRN, you will earn a chance to win a free conference registration
* Local open research nurses positions
	+ Gamble program at CCHMC
		- Full time
		- Complex vaccine and treatment studies for all ages, inpatient and outpatient
		- Contact Michelle Dickey if interested (Michelle.Dickey@cchmc.org)
	+ The Christ Hospital
		- 2 full time and 1 part time position (30 hours/week)
		- If interested, apply at TheChristHospital.com/Careers
* Annual Survey Results reviewed (<https://cctst.uc.edu/iacrn>)
* Upcoming elections for open officer positions on the Ohio Valley IACRN Board

**(\*\*MUST be a member of the parent IACRN organization to apply for open positions\*\*)**

* + President-Elect (2-year term)
		- Works closely with the president on activities of the chapter
		- Updates to webpages
		- Save the date flyers
		- Send meeting agenda to members
		- Maintain chapter records-attendance
		- Will start to take over tasks from the President throughout term
	+ 2 Members-at-Large (2-year term)
		- Plan a minimum of one meeting per term
		- Oversee recruitment efforts
		- Create initiatives based on annual survey results
	+ Nomination and Election Process
		- Interested candidates submit application by **August 1st**
			* Application is attached to email
		- Slate of candidates to be presented **September** **20th**
		- Ballots distributed to all voting members of the Chapter by **October 1st**
			* Voting members are members of the parent IACRN organization
		- Votes to be cast by **November 1st**
		- Newly elected officers will assume their responsibilities beginning on **January 1st**
* CCTST
	+ Membership is free, easy to join
	+ Benefits
		- Networking, access to education opportunities, REDCap, research support services
* Updates to Ohio Valley IACRN webpage (<https://cctst.uc.edu/iacrn>)
	+ - Wordle, By-Laws/Policies and Officer Responsibilities for the Chapter, Contact List, Survey results
		- Link to Research Nurse video
		- Nomination Application
		- Meeting minutes, slides from Keynote speaker
* Keynote speaker
	+ Matt Cline, MS, CCDS from Medtronic: “A Sponsors’ Perspective of Clinical Research with Clinical Trial Centers”

Respectfully submitted,

Lori Brunner, BSN, RN, CPN and Kristal Hatter, BSN, RN, CPN