Chapter Name:	DFW ANIA
Date:	November 7, 2017
Time:	0730 – 0830
Location:	Online
Presiding:	Tanna Nelson, Chair
Attendance:	Jeff Norris, Joni Padden, Mari Tietze, Lisa Gulker, Donna DeBoever, D'Andre Carpenter

Subject	Background	Action/Referral
Review Actions		
Bylaw Review	Chapter Bylaws need to be updated to align with ANIA National. Approved with recommendation to add language to include e-banking.	**Tanna** – will update wording to address e-banking needs and will work with ANIA on monthly submission of minutes.
Clinical Informatics Symposium Debrief	Recommendations for next year: - Add CPHIMS credits to CEUs (was included this year but was not on the form) - Add CEUs for other disciplines like Pharmacy Lessons Learned: - Keep poster presentation time separate from vendor engagement time - Encourage vendor booth participation from attendees - More purposeful reminders to visit with the vendors - Scripted opening and break announcements to remind to visit vendors - Maybe rearrange so vendors and food are closer - Be more purposeful in reaching out to education partners to submit podium or poster presentation - Have a subcommittee to help encourage the academic portion of the conference (headed by Mari) Joni volunteers to help - - More purposeful networking - Jeff discussed with Joe about a virtual symposium - Wifi was not great at venue - Jeff will continue to work with Joe on this idea - Maybe record presentations to give as monthly offerings - Hard deadline for presentations, really encourage having all the presentations ready - Exit key note with less maintenance, how much prep is required for their presentation - Focus on improving networking	Tanna will send CEU certificates to Donna DeBoever and D'Andre Tanna – Will send out email to participants with information about CPHIMS credits Mari – will head academic involvement sub-group, Joni will assist Discuss/determine dates for next year's conference at the December meeting

	- If videos are used, should be informatics oriented. Should not take up networking time or be so loud as to discourage conversation - Have a questionnaire for speakers 　　　Does your presentation have sound/video 　　　Is your presentation proprietary 　　　How much set up does your presentation require? Have a Save the Date push so folks can get attendance approved Need to have dates for next year's conference nailed down by Dec meeting - will discuss this in December meeting	
December Board meeting	Will be holiday dinner on December 5. Elf costumes welcome!	Tanna will make reservation for dinner/meeting
Next year's meeting cadence change	January – Face to Face social event February – Webinar March – Donna will host at JPS and provide topic/speakers	**Jeff Norris, Joni Padden** – Plan topic, content, speakers for 2018 chapter meetings
Roundtable:	NA	
Next Meeting:	Tuesday December 5 – 1900 – Location TBD	
Respectfully submitted:	Joni Padden	