St. Louis Simulation Interest Group

### Helping behaviors

**C**larifying

**L**inking & harmonizing

**I**nitiating

**K**eeping ‘gates open

**S**ummarizing

Officer’s Meeting

**Hindering behaviors**

**B**locking

**R**ambling

**A**ttacking

**T**aking over the discussion

**S**ilence – not participating

Date: Thursday, December 5, 2019

Time: 1300-1330 pm

Place: Conference Call

**Presiding: Margie Hassler (SLU)**

**Present: Kathy Roseland (MBU), Beth Hankamer (SLU), Melissa Ehmke (SSM)**

**Meeting Minutes**

|  |  |  |
| --- | --- | --- |
| **Items** | **Materials/Discussion Person** | **Deliverables /Desired Outcomes** |
| 2020 Meeting Dates | Beth can only do the 2nd and 3rd weeks of the month  Others have intermittent availability. | It was decided that we need the meetings to occurs at times when most offers can be present.  2020 meeting dates/times: Locations TBD  Thursday February 20, 2020 1330-1530  Friday April 3, 2020 0900-1500 Lunch provided Workshop  Wednesday, May 20, 2020 1330-1530  Wednesday, September 9, 2020 1330-1530  Wednesday, October 28, 2020 1330-1530 |
| February 20 meeting agenda draft | It was decided that we need a mission and vision statement. It was also decided that we need documentation of officer’s duties.  In previous meetings the attendees requested each meeting we have a sharing time. We will uphold that concept. | 1.Present new officers for vote and swear them in  2. Brainstorm mission/vision statement  3. Brainstorm officer duties  4. Identify a group of people willing to wordsmith the two items above and present at May meeting  5. Sharing session: Those who attended IMSH to share new innovations and teaching strategies.  6. share details for workshop in April  7. Identify hosts for the 2020 meetings. |
| Workshop April 3, 2020 0900-1500 | Avkin Company will hold a workshop for SLSIG on April 3, 2020 ?0900-1530? At either St. Lukes or SSM new building  Point person is Kerigan Butt kerigan@avkin.com | Kathy, Margie will not be able to be present.  Beth and Sarah have agreed to oversee the day.  We will decide the venue at our next offers meeting. |
| Meeting Venues | It was discussed that meetings should be held at different host sites in 2020. | We will present to the group on February 20 and fill the host sites for the 2020 meetings at that time. |
| September meeting agenda draft | We will identify what each entity will be doing to celebrate Simulation Week. |  |
| Next Officers Meeting |  | Next meeting will be **Tuesday, January 7, 2020 from at 1100 via phone.**  Please let me know if you will be on the call. |