

# **Minutes:**

## **School Nurse Advisory Council Meeting**

**September 30, 2014**

**8:30 a.m. – 10:30 a.m.**

Present: Donna Kosioroski, Gary Brochu, Elaine Erwin Matulus, Leah Hendriks, Marie Burlette, Stephanie Knutson, Steve Updegrave, Jane Walsh, Verna Bernard-Jones

Absent: Ann Milanese, Gary Brochu, Gary Maynard, Theresa Kane

Meeting place: SDE, 25 Industrial Park Road, Middletown  
Room MCR 2

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**8:30**

**1. Call to Order**

**2. Welcome and Introductions:**

- a. New members, Elaine Erwin Matulis, representing DPH and Jane Walsh, representing ASNC, were welcomed to the SNAC.
- b. Review of February 2014 recommendations: Did not pass. Will request letters of support from CABA and Association of Public School Superintendents to accompany recommendations (which will be resubmitted)
- c. Meeting schedule:  
SNAC will continue to meet last Tuesday of the month 8:30-10:30 with the following exceptions:
  - i. The November meeting will be held November 18, 2014 to accommodate Thanksgiving Holiday
  - ii. The December meeting will be held December 16, 2014 to accommodate the Christmas Holiday
  - iii. No meeting in July and August
- d. Review of May 2014 minutes

A motion was made by Steve Updegrave and seconded by Verna Bernard-Jones to accept the May 2014 minutes as written and passed

**3. Overview of Emergency Medication Administration**

The group is charged with writing protocols for the administration of emergency medications by unlicensed personnel. A recommendation was made to develop a protocol that outlines the schools' responsibilities, i.e.: in every school there needs to be someone responsible for training, supervision and the development of protocols for handling storage, documentation and communication.

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Group will consider making a recommendation that legislation concerning medication be referred to this committee for review and recommendations.

4. **Protocols for evaluating certain temporary medical conditions that may be symptomatic of serious illnesses or injuries.**

SNAC members need clarification original intent of the bill in addressing “temporary medical conditions”

5. **Overview of new legislation, PA 14-176 An Act Concerning the Storage and Administration of Epinephrine at Public Schools: Advisory Council’s responsibility—Stephanie Knutson**

Public act no. 14-176 calls for unlicensed personal to be trained to administer epinephrine to unknown reactors during regular school hours on school grounds in the absence of the school nurse. In order for unlicensed personal to administer epinephrine in this situation they must be trained in first aid and CPR annually. DPH/SDE are charged with developing the training which must be made available to school districts by December, 31<sup>st</sup> 2014. The outline of the training is complete. SNAC’s charge is to review the training and provide feedback. SNAC group member should be prepared to provide feedback at the October meeting.

6. **Next Steps**

- a. Marie will email the link to the SDE SNAC page to the new members of the group
- b. Steve will check on School Medical Advisor representation
- c. Donna will research emergency medication protocols and report back in November
- d. Stephanie and Elaine will research at what the intention of the law was in regards to temporary medical conditions and will report to the advisory council in November
- e. Stephanie will provide the draft of the glucagon administration training to SNAC for review before the October meeting.