



The Canadian Association
for Enterostomal Therapy

Association Canadienne
des Stomothérapeutes

**CAET FEATURE SECTION EDITORIAL BOARD
CAET NATIONAL CONFERENCE PRE-BOARD MEETING REPORT
MAY 25, 2011
Montreal, Quebec**

This report represents the activities and progress of the CAET Feature Editor and the Editorial Board from February 2011 to present.

February 2011

- Appointment of the CAET Feature Editor
- Revised CAET/JWOCN Feature Editor position description

March 2011

- CAET Feature Editor announcement to membership
- Introduction to JWOCN/WOCN President, Phyllis Bonham
- Email and telephone meeting with Mikel Gray, JWOCN Editor-in-chief
- Position description written and posted per E-Blast for the CAET Editorial Board
- Posted March 18th and closed March 31st
- 4 resumes received
- Preparation of first submission to JWOCN (Wound CARE instrument & First Nations and Inuit/CAET education)

April 2011

- Selection of 3 CAET Editorial Board Members: Dorothy Phillips, Mary Hill & Lina Martins
- 1st JWOCN submission (deadline April 8th)
- 1st Editorial Board Meeting: Terms of Reference approved; goals & objectives drafted and approved; decision on topics for next JWOCN submission (June 8th)
 - CAET Conference 30th year; Vancouver 2012
 - Certification 2011

May 2011

- CAET Board report
- Planning for June submission to JWOCN

JWOCN Deadlines: June 8th (Sept/Oct); Aug.11th (Nov/Dec). 2012 yet to be announced

Budget 2011-2012

- Monthly teleconference calls (12 x 1hr)
- Spring and fall JWOCN meetings to Philadelphia (flight, accommodation, meals)
- Miscellaneous

REQUEST \$5000.00

Respectfully submitted,

A handwritten signature in cursive script that reads "Kathryn Kozell".

**Kathryn Kozell, MScN, RN, APN, CETN(C)
CAET Feature Editor for JWOCN**