



California State Council

# POLICY AND PROCEDURE

<b>Title:</b> State and Chapter Awards	<b>Number:</b>
<b>Cross Reference:</b>	
<b>Approved by:</b> California ENA Board of Directors	<b>Origination Date:</b> 03/1991
<b>Review Date(s):</b> 01/194, 07/1997, 01/2003, 05/2003	<b>Approval Date:</b> 01/12/2017
<b>02/2007, 05/2009, 03/2014</b>	<b>Revision Date:</b> 08/13/2016

**I. POLICY PURPOSE:**

To outline the procedure by which the California State Council, Emergency Nurses Association (Cal ENA) Board of Directors may recognize special contributions of emergency nursing leaders to the State; and to outline the steps to nominate and select candidates for the Cal ENA Board of Directors Recognition Award and Chapter Leadership Award. These awards may be presented on an annual basis.

**II. POLICY BACKGROUND:**

Cal ENA would like to recognize the leadership provided by its volunteers. Nominations are encouraged at both the State and Chapter level.

**III. PROTOCOL:**

1. Board of Directors Recognition Award

- a. Any member of the Board of Directors may nominate an individual Cal ENA member or any other person or organization with significant contributions to the State Council for a Board Special Recognition Award to be presented at a State Council Meeting. Suggestions for award candidates may be given to Board members by any State Council member.
- b. Nominations must be submitted to the State Council Board of Directors in writing.
- c. Nominations should include:
  - i. A description of the activities deserving of special recognition.
  - ii. Discussion of how the California State Council has benefited from the nominee’s activities.
- d. Selection: The State Council Board of Directors will review all nominations and select the recipient(s). Award(s) will be presented at a State Council Meeting, or as approved by the board.

2. Chapter Leadership Awards:

- a. Each Chapter may nominate one person for outstanding leadership for Chapter or State Council activities.



California State Council

## POLICY AND PROCEDURE

- b. All nominations must be submitted to the State Council Board of Directors in writing. [NOTE: Chapters nominating more than one individual for each category shall cause their nominations to be rejected.]
      - c. Each nominee must hold professional nursing licensure in the state of California and be an active national ENA member.
      - d. The following criteria will be considered:
        - i. Attendance at Chapter, State and National meetings
        - ii. Committee Chair or committee membership on Chapter, State and/or National Committees
        - iii. Service in an appointed or elected position at any level; and contributions to ENA
3. Selection: The State Council Board of Directors will review all nominations and select the recipients. Awards will be presented at the Cal ENA Annual Meeting.