

CAPHN Board Meeting
August 11, 2008
Minutes

The meeting was called to order at 8:40 AM by President Debbie Horvath. Present were: Linda Bailey, Liz Reynolds, Sharon Enot, Barbara Dingfelder, Monica Wheeler, Debbie Horvath and Margaret Balint.

A motion was made to accept the minutes of the Board Meeting on July 23rd, 2008 by Linda Bailey. The motion was seconded by Liz Reynolds. The minutes were accepted on a voice vote.

The Treasurer's Report was deferred at this time. It will be e-mailed out to the Board.

The Finance Committee reports that they have not yet met. A telephone conference is being planned for the near future.

The Program Committee report is deferred s there is no committee chairperson at the present time. The president is looking for a person to appoint to the position.

The Practice Committee report was presented by Deb Horvath. The chair of the committee is Andrea Lombard. The committee is scheduled to meet after the next CAPHN Board Meeting in September. Andrea, Deb, Sharon Enot and Sherri Bassi will meet. Anyone else is also welcome. The practice will focus on Policies and Procedures. A policy is what we want to do according to the Bylaws and Procedures being how we are going to achieve the goals.

The Membership Committee was represented by its chair Liz Reynolds. Liz had no formal report but many questions as to what need to be accomplished. The plans for the committee is to verify the present membership, contact past members and encourage them to rejoin, and to encourage new members to join. Discussion ensued on what are the needs of the present membership and how to increase the competency of our public health nurse workforce. Deb Horvath as President is planning a web-based survey using Survey Monkey to assess where the membership would like to see us go. More discussion ensued on how to reach our goal of increasing membership.

We discussed and set our Board meeting schedule as the second Tuesday of the month at 8:30 AM in the CNA conference room in Meriden. So the meetings are as follows:

Sept. 9, 2008

Oct. 14, 2008

Nov .11, 2008 * This date will need to be rescheduled as it is a holiday (Veteran's Day) for some.*

Dec. 9, 2008

Jan. 13, 2009

Feb. 10, 2009

Mar. 10, 2009

Apr. 14, 2009

May – Annual Meeting – Date to be announced

June 2009 – This is planned as a transition meeting for Old and New Board Members.

The Membership Meetings are being planned for October, December/January, April in conjunction with the Annual Flu Round Table, and May/June as part of the CAPHN annual meeting.

The discussion of a topic for our October Meeting included the ideas of HIPPA issues surrounding STD follow-up with Matt Carter being the speaker and Influenza-Like Illness Surveillance in Schools with recipes for success. We are again looking to have the meeting at the Library in Meriden if arrangements can be made.

A motion for adjournment was made by Sharon Enot. It was seconded by Linda Bailey. All were in agreement. The meeting adjourned at 10:20 AM

Respectfully submitted by

Margaret Balint BSN, RN, BC
Public Health Nurse