

CAPHN Executive Board Meeting
Minutes
February 10, 2009

Present were Margaret Balint, Barbara Dingfelder, Monica Wheeler, Andrea Lombard, Barbara Quigley and Elizabeth Reynolds.

The meeting was called to order at 8:35 AM.

The minutes from the last meeting, January 22, 2009 were discussed. A motion was made to accept the minutes as amended by Monica Wheeler. It was seconded by Andrea Lombard. There was a unanimous vote by those present to accept the minutes as amended.

The treasurer, Barb Dingfelder, reported that as of January the treasury amounted to \$2620.49. One bill still outstanding is the payment to CNA for staff assistance. Barbara also said that CAPHN would be receiving about \$20 from the State of CT, Dept of Public Health, Virtual Office of Public Health Nursing (VOPHN) for the services rendered (handling the reservations and monies for the last VOPHN meeting). Barbara also stated that there will be about \$400 due in taxes soon.

Barbara went on to discuss the investment of some of our funds to be placed in a Certificate of Deposit (CD). Research on CD's was done by Alan Dingfelder and was presented as "Investment Recommendations for the Connecticut Association of Public Health Nurses." Discussion ensues and a motion was made by Barbara Quigley. The motion was to postpone investing in a CD until we determine our financial status at the end of our fiscal year in June. The motion was seconded by Andrea Lombard. The vote was unanimously in favor of the motion.

The Membership Committee Chair, Liz Reynolds reported 13 new members and one renewal of membership since last fall. Liz reported to have promoted CAPHN at 2 Asthma coalition meetings, and one meeting with Vernon VNA. There has also been a promotion to School Nurses, School Based Health Center staff (by Donna Heins), Day Care Nurse Consultants, and DPH regulatory nurses. She has several more planned with the school nurses in Fairfield and the Day Care Consultants. Liz also reported having developed an online membership form that could be downloaded. She has also written an invitation letter to join CAPHN and a form entitled "Views and Voices" to help us have members highlight accomplishments and new programs. This form would ask what challenge you faced, did you accomplish your goal and how and what was the outcome.

The Practice Committee Chair, Andrea Lombard, thanked Liz for talking about the "Views and Voices" form as that will be part of what the practice committee is trying to do. In discussing what Public Health Nursing is it is always best to have "real stories" to tell. Barb Dingfelder also spoke about the Master's students that she is working with. They will be using the Ten Core Functions of Public Health – and applying certain ones to public Health Nursing. Their final product will hopefully be the beginnings of a

leadership guide for public health nursing in Connecticut. It will be reviewed by the Practice Committee of CAPHN.

For the next quarterly meeting, the Board usually supplies the paper goods, drinks and desserts for the meeting. People volunteered to supply the needed items. The meeting will be February 24th 4:30 PM to 6:30 PM at Meriden Public Library.

The Flu Roundtable will not happen this year. The Immunization Coalition did not want to participate. Discussion ensued that this meeting was a meeting called by and organized by us CAPHN and not the Immunization Coalition. Information about updates can be obtained by attending their next meeting on March 6th. Otherwise we will attempt to obtain the meeting of the meeting and let members access them if they would like.

The Nominating Committee will be chaired by Lynn Abrahamson. This year we need to elect a President-Elect, a Secretary, 2 members at large and all the committee chairs. Anyone interested in these positions please let Lynn know.

Barbara shared with us that the ASTDN will be holding more regional meetings. They have discussed being present at the Massachusetts Association of Public Health Nurses' Annual Meeting on April 30, 2009. Also the Virtual Office of Public Health Nurses' next meeting is being planned for June instead of May. The exact date is to be announced.

We discussed the next meeting date. We changed from March 10 to Tuesday March 17th at 8:30 AM.

The meeting was adjourned about 10:20 AM

Respectfully submitted by,

Margaret Balint RN, BC