



CONNECTICUT ASSOCIATION

CAPHN

Executive Board Meeting Minutes November 15, 2016 8:30am

Call in: Angela Carrano, Linda Strong, Sharon Enot, Sue Dubb, Anne Marie Buonocore, Crystal Staurovsky, Bernie Bova, Liza Rodriguez

1. Meeting called to order at 8:30am
 - A. Confirmed attendees
2. Minutes:
 - A. September and October Minutes
 - i. Sharon will send out today
3. Reports:
 - A. President – Angela Carrano
 - i. Will wait for Old Business and New Business discussion items.
 - B. President Elect – Liza
 - i. No Report
 - C. Past President – Linda
 - i. Linda and Sue met last week and discussed the issue with the cost of the lead treatment medication. Linda added the information to the on line PH program she is currently teaching.
 - D. Secretary – Sharon Enot
 - i. Minutes - See above
 - E. Treasurer – Crystal Staurovsky
 - i. Balance - \$1,860.55
 - F. Membership – Sue Dubb
 - i. No new members. Sue spoke with nurses at the Tb conference two weeks ago. They feel disconnected and left out of CAPHN especially when the Annual Meeting was cancelled.
 - ii. There are missed opportunities for networking and information sharing such as the Tb conference, CPHA meeting the end of October, Immunization Coalition annual meeting in September, School Nurses meeting, and national conference held locally etc. should be researched.
 - iii. Set up a calendar in Google that the board can access and add to. Crystal and Liza will find out how to get it set up.

- iv. Other outreach ideas:
 - a. CADH – Sue will check with Patrick McCormick, who is on the CADH board, to possibly be on their agenda in January. Offer Associate membership to Directors of Health.
 - b. Sue will contact the School Nurses Association
 - c. Angela will reach out to Maureen Williams, RN in the State Tb program
 - d. Sue will contact Marie Bernacci, RN in the State Asthma program
 - e. Sharon will contact the nurse in Adult Immunization at the State
 - f. Social media - Crystal Liza and Angela will research setting up a Facebook page
 - g. Research the cost of a table cloth with our logo to be used at events – Bernie.

G. Practice – Bernie

- i. No report

H. Programs – Anne Marie

- i. Angela and Bernie will assist with the programs as needed

I. Finance – Vacant

- i. No report

J. Communications – Eileen Boulay (not present)

4. Old Business

A. Student Research Day

- i. Crystal called Il Monticello yesterday to set a date in April. Due to the Easter holiday possible dates are April 12th, 5th or 6th 2017. Approximately 100 people attend. Request a quote for drinks and appetizers with and without the full meal
- ii. Letters need to go out to the schools of nursing soon
- iii. We do not have other speakers. Three groups of students do a formal presentation about their project/poster.

B. Strategic Planning

- i. Date set for March 7th, 2017 8:30am – 12noon, to include a brief board meeting at the beginning followed by strategic planning
- ii. Angela will check on a location near Quinnipiac
- iii. CAPHN members will be invited to attend and participate
- iv. We will bring coffee, etc.

C. Fundraising Ideas

- i. Sharon will work on a golf tournament and Linda will check with Mark Appleberg from the Great River Golf Course, which is now owned by Sacred Heart University, to discuss the possibilities and available dates. I suggest a minimum of 7months of prep work before the tournament date. Sharon will speak with Charles Petrillo to request his assistance with the project.
- ii. CAPHN will need to help with: (This was not discussed during the meeting)
 - a. The organization and advertising of the event
 - b. Soliciting prizes for the raffle (The better the prizes the more tickets are sold the more money you raise) and get them organized the day of the event
 - c. Setting up and printing out the rules for the golf round

- d. Some groups sell advertising space on their posters.
- e. Prepare goody bags for the players which are often donated and may include:
 - A bottled water, snacks, a discount coupon from a golf shop, a small bag of tees, a sleeve of golf balls, a small golf towel with our logo, Divot repair tool, hat ball marker, and information about our organization and big donors.
- f. Be on site the day of the tournament to greet and sign in the players
- g. Sell raffle tickets the day of
- h. Do the raffle – items may include:
 - Golf clubs, golf bags, free round of golf from this and/or other courses, wine and spirits baskets and other fun baskets, umbrellas, golf balls, free acupuncture and/or massage, free night's stay at a local hotel, umbrellas, golf apparel, golf and other electronics, remote starter, gift certificates - just some examples.
- i. The registration fee per person runs about \$135.00 to \$150.00 per person and covers the cost of golf and food (usually lunch, dinner and drinks). This is the main discussion to have with the golf course.
- j. There are prizes for the best team score (first and second places), best mixed team score, longest drive for men and women, Hole in One (Usually a Big donated prize), closest to the pin, closest to the line.
- k. Getting sponsors is the most important thing that needs to be done as early as possible! There are sponsor signs on each hole and these are also solicited. I don't know what it costs to have the signs made. We need to share with the donors; Who we are, What our goals are, What we have done and Why we need their support.**

5. New Business

- A. Ann Marie – State regulations for public schools and the clean air act.
 - i. Public schools are required to use all green products which do not kill all bacteria and viruses. Ann Marie's granddaughter became ill with C Diff after exposure in her school and was hospitalized for three days and three nights. Her grandson who is in the same school had no illness and it was learned that his teacher used wipes with bleach, which are not on the approved list. The regulation is 09-81 and has been in place for several years. Sue will send the link to the board. Bernie indicated that the BOE is able to make decisions on using other products beyond those green products approved by the CDC and DPH.
 - ii. We will add this item to next month's agenda for further discussion.
 - iii. The School Nurses Association should be included in further discussion. They may have statistics on illnesses in the classrooms.
- B. Holiday gathering
 - i. Agreed that it should be in early January, the first Thursday is January 5th.
 - ii. Discussion about the location, time, appetizers or dinner
 - iii. Consider a round table discussion with 5 minute presentations
 - iv. Would need to have RSVP's
 - v. Bernie can do a survey monkey with 10 free questions.
- C. Childhood Lead. – Sue Dubb

- i. Sue had a conversation with Dr. Jennifer Haile concerning the cost of the chelation drug used for children with lead poisoning. Sue sent information including a letter of concern to the board this week.
 - ii. Suggested reaching out to Senators and Legislators, local and federal
 - iii. A letter from CAPHN should include support and signatures from school nurses, Black and Hispanic Nurses Association, Social Work organizations, medical schools and the Psychiatric community
 - iv. The company that produced the medication went bankrupt in 2008 and the new company that took over increased the cost from \$18.75/ml to \$1,346.47 per ml. It can be purchased in Europe for \$75.00 and Canada for \$36.00 but it is illegal to purchase pharmaceuticals from out of the country – no FDA approval.
- D. Future board meeting dates
- i. December 13th, 2016
 - ii. January 10th, 2017
 - iii. February 14th, 2017
 - iv. March 7th, 2017 (Strategic Planning – On Site)
 - v. April 11th, 2017
 - vi. May 9th, 2017

6. Next Meeting

- A. December 13th, 2016 CNA Office, 1224 Mill Street, Bldg. B, Suite 223, East Berlin, CT 06023 from 8:30-10:30 AM

Conference call in for line 2: 1-866-729-2741 Passcode 4671219#

7. Adjournment

- A. Meeting was adjourned at 10:00am, without a motion.

Respectfully submitted,

Sharon Enot

Sharon J. Enot, CAPHN Secretary