



CONNECTICUT ASSOCIATION  
OF PUBLIC HEALTH NURSES

## **CAPHN**

### Executive Board Meeting Minutes February 9, 2016 8:30am

**Call in:** Linda Strong, Angela Carrano, Margaret Balint, Lysa Rodriguez, Ann Marie Buonocore, Sharon Enot, Tammy Testut, Sue Dubb, Bernie Bova

1. Meeting called to order at 8:35am
  - A. Confirmed attendees
  
2. Minutes:
  - A. January 12, 2016 - Sharon Enot
    - i. One correction, Angela with a motion to accept with the correction, Margaret 2<sup>nd</sup>, accepted with one abstention.
  
  - B. Conference call meeting Friday February 5<sup>th</sup>, 2016
    - i. The meeting date for the conference will remain as planned.
    - ii. Minutes from Margaret (Thank you Margaret!)– Tammy with a motion to accept, Linda 2<sup>nd</sup>, accepted with 4 abstentions.
  
3. Reports:
  - A. President – Linda Strong
    - i. Expressed concerns with programs and dates conflicting with state sponsored activities etc. Lysa will be running the drill in April for her department. Linda is not sure if Sacred Heart will be participating but it does not appear that they will be.
    - ii. Lysa spoke to DPH about Barbara Dingfelder’s position and it does not appear that this will be happening. It was suggested we reach out to the nurses in the immunization program for information effecting public health nurses. Linda suggested reaching out to Diane Lejardi. Margaret works with her through the office of Early Childhood.
    - iii. We had discussed looking into getting a plaque or clock from CAPHN for Barbara. Angela will look into this.
    - iv. Request for members to be on the Ad Hoc Nominating committee was sent to Eileen to post on the web site. Eileen is on Jury duty for a month.
  
  - B. President Elect – Angela Carrano
    - i. Angela sent out “Save the Date” information to Deans/Directors/Chairs. The date is set for April 14<sup>th</sup>, 2016 from 12-4 PM and will be held at Il Monticello in Meriden. The deadline for the schools to get back to Angela is March 30<sup>th</sup> with information on their four posters, with one being presented, and the number of attendees.

Directors and Chairs were asked to send the information on the conference to public health faculty. Ann Marie will send the abstract out to the board members.

- C. Secretary – Sharon Enot
  - i. Minutes - See above
- D. Treasurer – Tammy Testut
  - i. Balance \$1,509.64.
  - ii. Il Monticello was given a \$300.00 deposit.
  - iii. Membership pins - \$199.00 charge. Lysa ordered the pins but there was confusion about the number. It was decided last month that we would order 200 pins at a cost of \$250.00. Lysa will re-check on the order status and re-work the order.
  - iv. Noted there is no address for CAPHN on the web site and should be added.
- E. Membership – Sue Dubb
  - i. No updates
  - ii. Sue will be out for over a month for shoulder surgery. We wish her the best!
- F. Finance – Mary Ann (not present)
- G. Practice – Vacant
- H. Planning/Programs – Tammy, Angela, Lysa, Ann Marie, Mary Ann, Linda
  - i. See above
- I. Communications – Deb Horvath – Eileen Boulay (not present)
- J. AD Hoc Nominations – Margaret Balint
  - i. Working on electronic voting
  - ii. Things to be done:
    - a. Margaret has had no response to the requested for assistance with the nominating committee.
    - b. The request for nominees needs to start this month to set the ballot.
    - c. Discussed the use of Survey Monkey for all the voting and how it could be done at the Annual Meeting by completing the nominations at the beginning of the meeting, completing the ballot on survey Monkey and voting on site. Others not in attendance would have 7 days to complete the voting process.

4. Old Business

- A. Addressed above under reports
- B. Strategic Planning Meeting
  - i. Was not discussed – Add to March agenda?\_

5. New Business

- A. Annual meeting date either June 9<sup>th</sup> or 16<sup>th</sup> (Thursday) was not clarified.
- B. Future board meeting dates
  - i. April 12<sup>th</sup>
  - ii. May 10<sup>th</sup>
  - iii. June - Annual Meeting

6. Next Meeting

A. March 8<sup>th</sup>, 2016 CNA Office, Meriden 8:30-10:30 AM  
377 Research Parkway, Meriden, CT 06450

7. Adjournment

A. Meeting was adjourned at 9:40am, with a motion from Lysa and 2<sup>nd</sup> from Sue, all voted in favor.

Respectfully submitted,

**Sharon Enot**

Sharon J. Enot, CAPHN Secretary