



CONNECTICUT ASSOCIATION
OF PUBLIC HEALTH NURSES

CAPHN
Executive Board Meeting
Tuesday January 13, 2015
Minutes

Call in: Linda L. Strong, Tammy Testut, Barbara Dingfelder, Margaret Balint, Sharon Enot, Deb Horvath and Bernie Bova

1. Meeting called to order at 8:45am

2. Reports

A. Presidents Report

- Spoke with Dr. Cartter about the meeting on March 5th and he will be available to present. Tammy confirmed the time is from 4pm – 6pm.
- Linda met with Doreen Muniz Hispanic nurses association. Lysa to follow up with the organization
- Strategic plan will be addressed under old business
- Linda, Maryann and Tammy will start working on getting things in order for the student presentations to be posted on the CAPHN website.

B. Secretary

- Sharon – Minutes clarified
 - October – Canceled /no meeting
 - November 18th – Bernie, Linda and Deb.
 - Cancelled Nov. 20th networking meeting due to poor response. New date will be March 5th, 2015
 - December minutes accepted
 - Motion to accept by Tammy and second Margaret

C. Treasurer

- Tammy
 - Information has been transferred to Tammy and she is working with Virginia at CNA.
 - Virginia confirmed the present balance to be \$2567.89
 - 2014 – cost of approximately \$2,000 for book keeping
 - Last year 30 members paying dues
 - Website cost \$850.00
 - Profit from annual meeting about \$400.00
 - Barbara needs list of current members to update HAN. Margaret suggested Linda ask Virginia for the current list to be sent to the board.
 - The April student conference we lost money ~ \$300.00 due to low cost for students and high cost for the facility and food. Very few members attended to balance out the budget. Look at costs and look at focus and priorities.
 - Bernie suggested the students do a best practice presentation.
 - Many of the CAPHN members who attend already have students working in their departments/districts.
 - Barbara commented that CPHA is mentoring students, especially sanitarians not nurses. Bernie asked if Barbara had contacts for the nursing programs at Yale, UConn and Southern.

- Tammy recommended that we look at who the audience is, using this conference as a recruitment tool bringing students into public health, reach and bring in professors to get graduates to come into PH.
- Linda, Tammy and Maryann are doing outreach to attract schools of nursing. It would be best to meet as soon as possible with faculty NOW to get buy-in. The students have these great projects without a strong forum where they can present their work and ideas.
- Linda – Sharon Send out save the date for April also ASAP
- Deb began a discussion on whether or not we want to simplify this program. The conference has grown and is a great opportunity for the students. Go back to what Tammy mentioned and we need to do more outreach and advertising for the program. Bernie’s idea of having time to do a presentation at the podium was well received. We need to boost it up and give the audience an opportunity to ask, “How can I incorporate these ideas into my department?”
- We need to bring in more public health professionals to see what new and innovative ideas are out there.
- Great marketing – great outreach for networking
- The date of April 23rd has been established. There will be follow up with Maryann to confirm place and time to be announced
- Pictures from Margaret to Eileen for web site with a write-up about the event
- Bernie can book space for pre-conferencing with nursing school faculty. There are currently 10 university BSN programs listed on the DPH web site. There may actually be more.

D. Membership

- Sue Dubb
 - No report – not in attendance
 - Sue’s email was changed and we are now in communications.

E. Practice

- Barbara
 - The committee will be meeting on January 29th, 2015 to review and update the leadership guide.

F. Planning

- Linda, Maryann and Tammy
 - Will continue their work on the upcoming programs.

G. Web Communications

- Eileen
 - No report – not in attendance

3. Old Business

A. March 5th networking meeting

- Possible topics for Dr. Carter
 - Ebola and lessons learned – effect on Flu message
 - Changes to the reportable disease list
 - Communicable diseases such as EV D-68, which has moved along
 - A look at the Nation’s health – Geography and health issues
 - STD’s
 - Chronic disease management
- Linda will communicate with Dr. Carter via e-mail
- Tammy confirmed the time as 4 – 6pm
- Sharon will send out a “save the date” plus Barbara will distribute via the HAN

- Margaret will send to day care staff
 - Tammy will send the flyer to schools of nursing faculty, chairperson
- B. 214-2016 Strategic Plan was sent to the board prior to the meeting.
- Leadership increase membership and outreach
 - Margaret responsible for:
 - Day care centers – CNA has list of those who have taken training.
 - Parish nurses Dawn Barrett out of Griffin hospital (first parish nurses in CT)
 - Linda
 - Hispanic Nurses with Lysa
 - Doreen Muniz
 - Maryann
 - School Nurses, contact Joan
 - Barbara
 - DPH
 - Send info on quarterly meetings to other organizations and the media.
- C. Other
- Margaret recommended that we begin to look at nominations for next year
 - An email will be sent to the board asking for someone to chair the nominating committee.
4. New Business
- A. None
5. Next meeting **Conference call in: 1-866-729-2741 Passcode 4671219#**
- A. Calendar
- February 10th, 2015
 - Meeting adjourned /Sharon – Margaret 2nd

Respectfully submitted,
 Sharon J. Enot, Secretary, CAPHN