



CONNECTICUT ASSOCIATION  
OF PUBLIC HEALTH NURSES

**CAPHN  
Executive Board Meeting  
Tuesday April 8, 2014  
Minutes**

Present: Deb Horvath, Barbara Dingfelder

Call in: Linda L. Strong, Margaret Balint, Sharon Enot, MaryAnn Glendon, Tammy Testut,  
Margaret Balint

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

1. Meeting called to order at 8:35am
2. Reports
  - A. Secretary
    - February and March minutes tabled
  - B. Treasurer - Eileen – No report not in attendance
  - C. Membership – Bernie - No report not in attendance
  - D. Practice - Barbara
    - The committee met last month and will be meeting again in 2 weeks. They will have information to report at the next meeting in May
  - E. Planning - No report
  - F. Programs - To be discussed under Old Business
  - G. Ad hoc - Nomination committee
    - Bernie took over as the sole Membership Chairperson. Some names were mentioned as potentials and Tammy emailed Angela from Quinnipiac to see if she was interested
    - Board positions open for next year
      - President,
      - President elect
      - Treasurer
      - Secretary
      - Practice
      - Members at Large
      - Web chair is appointed
      - Planning chair
      - We have tried to fill positions with a two co-chairs
  - H. Ad hoc - Web Committee - No report
4. Old Business
  - A. Spring membership and Student Workforce Development meeting Monday April 14<sup>th</sup> 2014 from 4:00-8:00pm at Quinnipiac.
    - Student Poster Session
    - Presentation by Hilary Norcia from the Regional Asthma Coalition on Asthma - Health Homes / Environmental Health.

- Today - 94 people have registered most are students
- Registration
  - Sharon will be resent with “notify Virginia” and send payment to Virginia or pay at the door.
- Food - Tammy is working with the food service and needs an accurate count by Thursday. Virginia has the registration numbers
- Tables - Tammy
  - Registration Table
    - 2 People - Barb and Sharon
    - Save the date for the Annual Meeting if we have the date and location confirmed
    - Brochures (Linda)
    - Photo release (? Barb will bring this)
  - Table up front for presenter
  - Linda will bring Table cloths
- Certificate - Linda has these for Hillary and for the schools presenting posters
- Program - Linda has it all set
  - 4:40 - 5pm Registration
  - 5 pm welcome
  - 5 – 6pm posters and eat
  - 6 – 7 presenter
  - 7 - 7:20 discussion desert then clean up
- Poster positions – first come first serve
- Plenty of easels
- Board arrival at 3:30 - 4pm
- Go in Main Entrance which is different than last year
- Program Evaluation forms
  - Barbara will take care of it and will send it out for review

B. Letter to the Legislature at the request of CADH.

- The letter was written by Linda and was reviewed by the board. Essentially it said; thank you but no thank you with the concern being the wording not clearly mentioning nurses. Margaret also recommended that the letter be posted on the website.

5. New Business

- Annual Meeting - Early June
  - Date in early June (Week of June 9<sup>th</sup> - Either the 10<sup>th</sup> or 11<sup>th</sup>)
  - 12:30 – 4pm Luncheon
  - CAN workforce development is that week on Thursday and Friday
  - Check with Monica Wheeler to contact IL Monticello
  - Discussion about presenters
    - Sue Dubb does a program on preparedness - Stress Management for people in events
    - Tb and DOT - New technology such as Skype and Face Time for patient treatment - Barb will contact Maureen Williams and also see if Dr. Sosa is available
  - Is there a particular theme for the program?
  - Electronic voting is not in place but we have not clarified how this is supposed to work
    - Barb recommended survey monkey

6. Next CAPHN Board meeting Tuesday May 6<sup>th</sup> @ 8:30am. This is Nurses Week!

7. Meeting adjourned 10:00am

Respectfully submitted,  
Sharon J. Enot, Secretary, CAPHN