

CAPHN

Executive Board Meeting

Tuesday November 12, 2013

Minutes

Present: Sharon Enot

Call in: Linda L. Strong, Deb Horvath, Margaret Balint, Tammy Testut, Mary Ann Glendon, Judy Sartucci, Bernie Bova

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

1. Meeting called to order at 8:45am
2. Article for the Sacred Heart University newspaper discussing CAPHN and the election of Professor Linda Strong to the position of President of CAPHN was reviewed and edited for future publication.
3. Reports
 - A. Secretary
 - Meeting Minutes from previous months were reviewed
 - › September 2013 – motion to approve made by Bernie, seconded by Deb and passed unanimously.
 - › October 2013 – motion to approve made by Tammy, seconded by Margaret and passed with three abstentions.
 - › November 2013 – motion made by Deb, seconded by Linda and passed unanimously with one abstention.
 - B. Treasurer – No report
 - C. Membership
 - Leslie Polito is no longer on the board and resigned as Membership chair.
 - Bernie appointed as Chairperson and she will be in contact with her peer to put together a written report for the January meeting.
 - D. Practice
 - Barb prepared a summary and the work plan was reviewed last month
 - E. Planning – No report
 - F. Programs – To be discussed under Old Business
 - G. ad hoc Web

- Jim and Eileen need to get together and this was built into the price of setting up the site. Deb will email Eileen at her new address, eboulay@pshd.org , to discuss what need to be done with Jim to integrate the servers and get the website up and running.

4. Old Business

A. Networking Meeting in February

- After a discussion the next membership networking meeting is being planned for Tuesday February 4th from 5pm – 7:30pm at the Meriden library. We will have the room until 8:00pm. Linda will check with the Meriden health department contact, since Angela Simpson is no longer there, to solidify the date and room availability.
- Sharon was in contact by email with Ryan from the Governor' Prevention Project to present "How to Talk to Kids about Drugs and Alcohol" and she agreed to present at the February meeting. Sharon will send the contact information for Ryan to Linda for follow-up. As soon as the date is secured Sharon will send out a save the date to the membership.
- After a discussion around holding a special meeting or having a membership meeting at the February meeting to include a membership vote on the bylaws revisions it was decided to have the membership meeting before the presentation in February. The bylaws need 2/3's vote to pass and must be sent to the membership for review before the vote at least 30 days prior to the meeting. It was decided that the colored version of the bylaws will be sent to the membership before January 3rd. It was noted that the ability to cast a vote electronically is in the new bylaws.

B. Spring membership and Student Workforce Development meeting, Wednesday April 23rd, 2014 from 4:30-8:30pm at Quinnipiac

- Presentation ideas for April
 - › A request will be sent to Hilary Norcia from the Regional Asthma Coalition to do a presentation on Asthma – Health Homes - Environmental Health.
- A question came up from Bernie about how the change in the bylaws with the addition of student members would effect the elections. As is written in the bylaws, student members have the right to vote but only "regular members" are eligible to hold an office.

5. New Business

A. New Strategic Plan for 2014

- MaryAnn started a conversation based on the document "Connecticut Association of Public Health Nurses: Strategic Plan and Accomplishments for 2011-2014" prepared by Barbara and her committee to continue the strategic planning for CAPHN. It was decided that a date needs to be planned for June 2014 after the election of the board with food, wine and chocolate at the beach perhaps at the Savin Rock Convention Center at 6 Rock St., West Haven, CT. We will also need white boards, markers and post-it notes.

- Educational opportunity from Colorado.
 - › An email was sent out by Barb with a request to circulate it to the CAPHN membership.
After discussion the email will be sent as requested.

B. Next CAPHN Board meeting January 14, 2014 8:30am

6. Meeting adjourned 10:05am

Respectfully submitted,

Sharon J. Enot, Secretary, CAPHN