

**CAPHN Executive Board Meeting**  
**Tuesday July 9, 2013**  
**CNA office and conference call**

Participating: Barbara Dingfelder, Margaret Balint, Deb Horvath, Linda Strong, Mary Ann Glendon,  
Conference Call: Monica Wheeler

The conference call in line is: 1-866-729-2741. The passcode is 4671219#. Virginia has the leader code that is used. These numbers are for Line 2 for Conference Calling at CNA.

The meeting was called to order at 8:45 AM. Minutes were reviewed and motion to accept with a correction of the date for the next meeting was submitted was made by Margaret, seconded by Barb and passed unanimously. D Horvath will provide Sharon Enot with a copy of all electronic files in a flash drive.

Treasurer – no report

#### Committees

Membership – no report. No Committee Chair

Practice – there are 32 LPHN Guide flash drives remaining. All who attended the Annual Meeting were given a flash drive, and Elizabeth Rodrigues also received one, as she was unable to attend the meeting. There was discussion regarding how to distribute the remaining drives. The Practice committee will develop a procedure re distribution and also how and when to update the Guide. Committee members include M Wheeler, DHorvath, B Dingfelder, J Lazar, M Glendon

Program – there are several members willing to serve on this committee, Cheryl Marenick, Marlene Divinere, and Joan Lazar. There is currently no chair.

Finance – No report, no committee chair at present

There was discussion re the committee chair open positions. It was suggested that Margaret and Barb approach the current chairs to see if they would be willing to serve another year.

#### Ad Hoc Committees

Communication – nothing to report

Legislative – Margaret Balint and Eileen Boulay to work on a position paper to share with our public health partners, i.e. CPHA, CNA, etc.

Outreach/Marketing – for now we will utilize existing opportunities and activities. There will be a table at the Flu/Pneu Conference in September.

Old Business

Annual Meeting – the evaluation of the meeting was positive, with recommendations to consider inviting the speaker, Victoria Veltri, back next year for “ACA Part 2” after implementation begins in 2014. Linda will send her an email thanking her and discussing the representation of CAPHN on her committee to address ACA implementation issues. The OHA Advisory Committee meets on July 16.

HRSA grant – no report. Margaret Balint will ask Lisa Davis for an update.

#### New Business

Fund raising – it was decided to make this a Finance Committee planning project this year.

Bylaws – Judy Sartucci volunteered to chair this committee. Linda will contact her to begin the planning process and to invite her to an upcoming CAPHN meeting to discuss possible areas for change.

Strategic Plan – Barbara offered to work on a logic model diagram for posting to the website

CT Nursing Collaborative – Barbara will provide periodic updates on this and other initiatives of interest to membership.

#### Meeting Schedule

Board meetings will be held as in the past, on the second Tuesday of each month at CNA offices, from 8:30 – 10 AM.

Quarterly Networking Meetings – week of October 1, 2013; week of January 20, 2014; week of Apr 21, 2014 (student presentations). Preference for location is Meriden Library, days preferred are Tuesday or Wednesday based on availability of the library.

Annual Meeting – week of 6/2 or 6/9 2014. Location preferred Il Monticello, with eggplant again on the menu!

The next board meeting is scheduled for August 13, 2013 at CNA offices in Meriden. The meeting adjourned at 9:50 AM.

Respectfully submitted by

Deborah Horvath, APRN  
For Sharon Enot, Secretary, CAPHN