

**CAPHN Executive Board Meeting  
Tuesday August 13,2013  
CNA office and conference call**

Participating: Barbara Dingfelder, Margaret Balint, Deb Horvath, Linda Strong, Tammy Testut  
Conference Call: None

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 8:40 AM. Minutes were reviewed and a correction was made to reflect Linda and Margaret as the persons responsible for follow up regarding possible committee chair positions. Motion to approve was made by Margaret, seconded by Barb and passed unanimously.

Treasurer – no report

#### Committees

Membership – no report. No Committee Chair, Bernie prefers to serve as a co chair only, and Leslie emailed Margaret that she is unable to continue and will step down as co chair.

Practice – Barb provided an update re the committee's last meeting, noted that Deb Horvath will serve as co-chair, and the committee will meet again after the September board meeting.

Program – Linda Strong will check with Angela Simpson to set up a date for the October networking meeting. She will also coordinate a meeting or conference call with representatives of other nursing faculties to begin to develop the April meeting that features student presentations. There was discussion regarding whether and/or how to approach organizations such as CPHA to solicit nursing student placement arrangement with local health agencies. Linda suggested an Ad Hoc committee for workforce development and school affiliations. Committee name to be determined.

Finance – Rita Foster has been approached to serve on this committee, waiting for her response.

#### Ad Hoc Committees

Communication – nothing to report

Website – Deb demonstrated the preview page provided by the web designer. All approved the design, content to be added in future. A meeting will be held to determine process for adding content, approval by the board, etc.

#### Old Business

DPH HRSA grant on workforce development was submitted but not funded.

Bylaws – It was suggested that Judy Sartucci attend the September board meeting to discuss possible areas for change.

Marketing – Margaret emailed Debbye Rosen re having a table at the Flu/Pneu Coalition meeting in September, however, did not receive a response. The assumption is that we have a table and will need members to “man” the table. Eileen was doing an update of the brochure, and the LPHN Manual could also be displayed. Margaret said she would confirm the table, and Linda will ask Sharon to email membership to see if there are volunteers to sit at the table during the conference.

#### New Business

Strategic Plan – planning will need to begin in Spring 2014 for the next Strategic Plan. Barbara will work on a logic model for the current plan, and hopefully be able to use the same format for future plans.

Barbara offered to serve as the liaison to CPHA in the event that Andrea is unable to fill that role this year.

Linda and Barbara will meet regarding the Black Horse project.

Linda will email Victoria Veltri regarding her request to meet with the CAPHN board, possibly at the October meeting. The work of her task force is completed. It was suggested that we still consider asking her to speak at a future meeting regarding the implementation of the ACA and the CT insurance exchanges.

Suggestions for the October quarterly meeting include: Nurse Family Partnership (Rita Foster from East Shore DHD); Cultural Competency (Jim Monopoli from CRAHD) and Linda Colangelo (heart health model)

#### 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.

The next board meeting is scheduled for September 10, 2013 at CNA offices in Meriden. Motion to adjourn was made by Linda, seconded by Margaret and the meeting adjourned at 10:10 AM.

Respectfully submitted by

Deborah Horvath, APRN  
For Sharon Enot, Secretary, CAPHN