

**CAPHN
Executive Board Meeting
Tuesday October 9, 2012
Minutes**

Present: Margaret Balint, Eileen Boulay, Barbara Dingfelder, Beth Mertz, Linda L. Strong

1. **Minutes 10/19/12:** reviewed, no changes noted, unable to approve due to absence of quorum
2. **Reports**
 - a. Treasurer- no new expenditures, balance remains as reported previously
 - b. Membership: 3 new members
 - c. Practice: Barb Dingfelder reported that the committee will meet 10/9/12. Changes being made at DPH, consider that practice manual be from CAPHN solely as the focus of the manual is for the local health department nurse.
 - d. Planning: communicated from Debbye Rosen. Will post November 15th Networking meeting
3. **AD Hoc Committee Logo:** Beth Mertz reported the committee (Sharon, Rita and Beth) are in receipt of 4 new proposed Logos, they are reviewing, and will distribute to the committee for input prior to November 8th meeting. Plan is to present these to the membership on November 15th meeting.
4. **Ad Hoc WEB Committee:** Eileen Boulay has been in contact with James Gailbreth, website has been transferred, and new website is now under construction.
5. **Communication Committee:** Margaret Balint has placed call to Andrea, will explore with her development of a newsletter.
6. **Old Business**
 - a. Fund raising: Tabled
 - b. Service/practice: Linda reported that she had email Dr. Greg Coyle, has not received return communication will resend her previous email.
 - c. APHN & ACHNE: Barb will develop and circulate to Linda and Margaret, due for submission by October 15, 2012.
 - d. LAC: Margaret reported that support for statutory change exists, Eileen recommends that 2012-2013 year be used to build consensus. Will develop survey questions, conduct survey of 20% of health departments & health districts
7. **New Business**
 - a. DPH Chronic Disease Integration: Eileen reported she is developing task force re: community partnership and is seeking new members. Board recommended that Cathy Druin and Sharon Enot would be ideal candidates. Eileen will contact them.
 - b. Hartford High School Nursing Academy- Eileen Boulay reported than she is developing a presentation for this institution, suggested that Kristen Sullivan and Cindy Stearn had developed a similar presentation, will contact them, and once developed will archive this presentation for future use.

8. Next Meeting: Thursday November 8th Conference Call. Linda Strong will host from SHU and will circulate call in number.
9. Adjournment: 10:16 am.

Respectfully submitted:

Linda L. Strong
Secretary Pro Tem