

CAPHN
Executive Board Meeting
Tuesday January 10, 2012 via conference call

Present on Call: Beth Mertz, Andrea Lombard, Cathy Drouin, Margaret Balint, Linda Strong, Deborah Horvath

The meeting was called to order at 8:40 AM. Minutes from the previous meeting were reviewed. Motion to accept the minutes was made by Linda Strong, seconded by Cathy Drouin and passed unanimously. Barb Dingfelder emailed a brief financial statement, as she was unable to attend the meeting. Balance in the treasury is \$2317.27

Committee Reports

Practice – Beth noted that the PHN guide workgroup has met several times and is currently editing and refining the content sections with an eye to incorporating those units into a more consistent structure and format. Next meeting of the workgroup is scheduled for Jan 24th.

Logo – Beth reported that 2 UHart students have separately expressed interest in working on the project. UCONN students are also interested. Andrea noted that she also has a contact that might be helpful and would do the work for free. There was discussion re setting up a meeting with Andrea's contact to share our ideas and concepts re a new logo. The gentleman has a graphic artist who works with him. Margaret asked Andrea to set up a date and time for the logo committee to meet.

Website – it was suggested to ask Cathy Drouin and Rita Foster to solicit references from those people interested in working on revising the CAPHN website, in particular, links to other websites they have developed or maintain.

Program – The Save the Date flyer for the February meeting has been sent out. Margaret reminded Debbie that the final flyer will need to be sent out by January 29, and a 2 week reminder sent out before the meeting. Monica Wheeler has agreed to facilitate the discussion and will include nurses activities in community shelters/sheltering as part of the program. Cathy Drouin noted that the title of the meeting is Hurricane Irene and Winter Storm: Challenges faced by CT Public Health Nurses. Monica has a series of questions already developed. There was a question as to what we plan to do with the findings/results of the discussion. Are we planning to do a paper or executive summary? Who would the audience be? Debbie suggested that an information sheet might prove to be a useful tool for public health nurses when they are brought into local discussions re shelters or sheltering.

It was agreed to provide a light meal, pizza or stuffed breads and salad, with a request for a \$5 donation from members to offset the meal. Board members will bring soda, water, paper goods and desserts. Margaret will contact Angela Simpson who usually arranges for the food and the use of the meeting room.

New Business

Focus Group - There was discussion re the focus group being arranged by Kathi Traugh to explore possible training needs and requests from CAPHN members. Motion was made by Debbie to support the participation of CAPHN members in the CT/RI Public Health Training Center focus groups to explore

the training needs of CT PHN's. Motion was seconded by Beth and passed unanimously. Andrea mentioned that she would like to sit in on the group to get an idea of how the requests for training might be incorporated by the Practice group. It was suggested that we check with Kathi re whether this would be possible. It was also suggested that there be an email, jointly composed by the CAPHN President, Past President, and President Elect, sent to the membership asking for anywhere from 6 to 12 members to volunteer to participate in the focus group. The event is likely to take place in February or March.

Advocacy – Margaret, Rita, Monica and Barbara met with Carole Bergeron to discuss how CNA could assist CAPHN with advocacy. They learned that CNA would allow CAPHN to pick issues of concern or interest and the CNA lobbyist would follow those issues for us. CNA would bill us for the time put into following a bill, sending out alerts, office staff time, etc. CNA is meeting in February to set their agenda with their lobbyist. Beth asked what the cost factor would be. No definite amount was provided.

Margaret noted that CAPHN has no formal political action committee. Discussion followed re forming an ad hoc committee of members who might be interested in this type of involvement. A suggestion was made to contact Kathy Lewis, an RN PHD and public health professor at UHart to see if she would be interested in joining CAPHN and taking this project on and possibly train CAPHN members to continue the work in the future,

It was also suggested that Judy Sartucci and Ruth Knollmueller might be candidates for this type of project. Margaret agreed to email all three people to see their level of interest.

Child Care Tuition Assistance – there was discussion re the request from CAPHN to provide some tuition assistance to a nurse who wishes to take the CNA/DPH child care health consultant training program. It was agreed that Margaret would respond to the request supporting the effort in principle, but noting that we are not in a financial position to provide funding at this time.

It was decided that the next meeting will be a call in, scheduled for Feb 14. Arrangements will be sent to the board as soon as the line and pass code are arranged.

Motion to adjourn the meeting was made by Beth Mertz, seconded by Linda String and passed unanimously. The meeting adjourned at 19:11 AM

Respectfully submitted

Deborah Horvath
Secretary, CAPHN