CAPHN

Board Meeting

Wednesday, January 18, 2023

10:00am to 11:00am

MINUTES

**In attendance:** Susan Dubb, Samantha Cousins, Aria Swan, Lisa Coakley, Jennifer Waldo, Bernice Bova, Margaret Balint, Kristine Agapito

**Absent**: Janine Vose, Rita Foster, Paula Sutliffe, Sherry Carlson, Tracey Cahill, Andrea Lombard, Loren Pace

**December minutes:** Approved unanimously

**Reports:**

President- Susan Dubb:

* I was not present during her report

President Elect- Kris Agapito:

* Nothing to report

Secretary- Sam Cousins:

* Will send meeting minutes to all board members, not just Kris & Sue

Treasurer- Margaret Balint:

* Currently we have $2,870.46 in our account
* CNA bills
	+ 2022 3rd quarter- paid $97.66
	+ 2022 4th quarter- paid $17.25
* We continue using CNA because of their ability to take credit cards
* We still need a new treasurer. Bring this up at all future meetings.

Membership- Janine Vose:

* Unable to attend. Berni reported for her.
	+ She has been updating contacts as she receives them
	+ Looking for ideas to recruit new members.
		- Writing a letter for:
			* Health Directors, specifically for those that don’t have a nurse in their department
			* School nurses who are under the health department
			* Francesca Provenzano

Practice- Aria Swan, Rita Foster:

* Aria and Rita will be meeting tomorrow to start preliminary plans for the Practice Manual
* Can’t use Google Docs
* Would like to ask membership if there are any members who would like to help

Communications- Lisa Coakley:

* Adding a Facebook plug in to the website
* We currently have 10 followers on our Facebook page
* Lisa is still looking for photos, send them directly to her
* Sue asked if we could put our stories on the website with permission
* Who is our audience on the website?
	+ Other Health Departments
	+ Health Directors
	+ Public Health Nurses
	+ Other nurses in general
	+ Public for vetted correct information

Mentorship- Paula Sutliffe

* Unable to attend, but did send 2 documents via email (see attached: “Framework for Public Health Nursing Mentors”, “Framework/Expectations for Mentors/Mentees”)

Program- Susan Dubb, Jennifer Waldo:

* Necessary to shuffle some topics due to availability of presenters. New schedule:
	+ CTEDSS & the new portal- February
	+ Future of Public Health Nursing- March
	+ STD/STI- April
	+ Vector borne- August
	+ Hoarding- October

Members-at-Large- Sherry Carlson, Tracey Cahill:

* Unable to attend

Legislative Ad Hoc- Andrea Lombard:

* Unable to attend

**Old Business:**

* “Call to Action” book- Continuing to find stories
* Epi Taskforce- Sam & Kris both attend the meetings and will report back each month

**New Business:**

* CT DPH STD presentation- Jenni will confirm with speaker for 4/13/23 at 1pm
* Volunteer for CNA Specialty Organization Meetings-
	+ Looking for someone to sit in on this virtual meeting. 2nd Tuesday of the month. 6pm
* Berni volunteered to sit on the states STD coalition. Will also reach out to Darlene & Fran to see if they would also like to sit on the coalition since they run clinics

Next Meeting:

* February 15, 2023 10:00am-11:00am

Adjournment:

* Motion to adjourn by Jenni
* 2nd to adjourn by Kris