CAPHN

Board Meeting

Wednesday, March 20, 2023

10:00-11:00 am via Zoom

MINUTES

**Board Members Present:** Susan Dubb, Sam Cousins, Janine Vose, Jeni Waldo, Aria Swan, Amanda Garrity, Berni Bova

**Board Members Absent**: Kris Agapito, Lisa Coakley, Andrea Lombard, Tracey Cahill, Paula Suliffe

**Minutes:**

* August 2023- Kris Agapito still working on them
* December 2023- Not voted on, Sam resent during meeting
* January 2024- Sue Dubb still working on them
* February 2023
  + Motion to accept by Amanda Garrity. Seconded by Jeni Waldo. Unanimous

**Welcome:**

**Reports:**

**President- Susan Dubb:**

* Received minutes from the Quarterly meeting. These will be voted on in June at the Annual meeting
* Spoke with CNA about using credit cards to pay for membership dues. Several issues came up. Hope to have an answer by the end of the week.

**President Elect- Kristina Agapito:**

* Absent.

**Secretary- Samantha Cousins:**

* Will miss next several monthly meetings due to the Environmental Class

**Treasurer- Aria Swan:**

* Our numbers haven’t changed. Still #3,982.71
* Will meet with Sue and then with Virginia about getting a quarterly cost breakdown

**Membership- Janine Vose:**

* 36 have responded to the survey that went out
* Sue will send a reminder email with a reminder that only paying members can vote

**Practice- Berni Bova (Chair)/ Amanda Garrity (Committee Member):**

* Interest from Amy Manuel (Central) & Emily Alves (UNCASS) in helping with the manual
* We need to decide on a font and margins at the next meeting

**Communications- Lisa Coakley:**

* Speaker info is on the website
* Need to get final details: Registration form, Brochure for due, Cost…

**Mentorship- Paula Sutliffe:**

* Absent

**Program- Jennifer Waldo:**

* Time to start thinking about the 2025 calendar
* Attached is the survey that will go out at the annual meeting
* There has been a lot of positive feedback about the lunch and learns

**Members-at-Large-** **Tracey Cahill, Amanda Garrity:**

* No comment

**Legislative Ad Hoc- Andrea Lombard:**

* Nursing compact was discussed at the quarterly meting.
* SB1- Workplace Violence in the healthcare setting received testimony on March 19th. Public Health Nurses were not specifically mentioned, but Sue Dubb sent in testimony and contacted CNA before the start to get us included in the wording.

**Old Business:**

PHN Practice Manual-

-Next meeting March 28th from 9:30-11. Need to discuss formatting.

Annual Meeting-

-Vendors:

Transact- No commitment yet

The Hub- Will be there

Patagonia- Will be there

Commonsense EMS- No commitment yet

Orasure- No commitment yet

DPH Workforce Development- No commitment yet

-CNE:

Jeni working on application

Board member credentials will be needed, so Jeni will be requestion that from us

Must be submitted 30 days before the event

Hopes to have everything ready for review at 4/11 meeting

Interest received-

* Sue Walsh interested in possibly serving on Programs committee
* Amy Manuel interested in helping with manual
* Emily Alves interested in helping with manual

CNA Special Org Group-

* Sue will send email to membership to see if anyone can attend

**New Business:**

Nurses Day at the Capitol

* April 17, 10a-2p
* Berni might be able to go, but Sue will put it out to see if anyone else can go

**Next Meeting:**

April 17, 2024 10:00am-11:00am

Submitted March 20, 2024 by Sam Cousins, MSN, RN