

Metro-West/Central Chapter Meeting 2006

12/14/2006 Metro-West/Central Chapter Minuets

Olive Garden Restaurant, Framingham

Attendance: 7

Attendees: Debbie Chaulk, Merrily Evdokimoff, Barbara Johnson, Kitty Mahoney, Leila Mercer, Nancy Cleary, Charlotte Trubiani

Meeting called to order at 12pm. A brief meeting was conducted while enjoying a Holiday Luncheon at the Olive Garden

Old Business:

Sherry Schlib from Sanofi Pasteur has informed our chapter that we are eligible to receive money for vaccine-related PHN education opportunities. This will be discussed in more detail at next meeting

MAPHN Board report:

Debbie reported discussion centered around the need for regionalization of public health services

Flu Vaccine Supply Issues were discussed-- concerns expressed about health dept credibility and how it appears to the public. Bob Morrison is available to speak at all the MAPHN Chapters.

Mary Conant's former position of MDPH Infectious Disease Response Specialist is being posted. Mary has accepted the position of Mass. Immunization Program's Nurse Supervisor

Reminder of MAPHN annual Conference date is May 10, theme is "Beyond Borders"

CT PHNs are having a Conference on May 3--more info to follow CT is interested in conducting a PHN Survey modeled after the one presented by MAPHN's Kaydee Schmidt

There was discussion by Membership Committee on whether to formulate a Directory of MA PHNs vs. Directory of MAPHN Members

Education and Practice Committee Update:

Kitty reviewed the CEU process endorsed by MARN and MAPHN, and the PHN Resource Directory

The Local Public Health Institute (www.masslocalinstitute.org) has replaced the old MA-TRAIN website and is available for web trainings in public health. One goal is to make training available for MAPHN Competencies

A suggestion was made to MAPHN Board Members to bring the idea of offering CPR as a training attached to the end of the MAPHN Conference. This would be one approach to facilitate the availability of fulfilling PHN competencies

New Business:

Flu Clinic Reports were presented by Charlotte and Barbara. Charlotte organized Framingham's Flu Clinics using the Medical Reserve Corps Model, and has been pleased with the outcome. One feature she described was the establishing of an area for "special considerations", where flu shot recipients were directed if they had physical, mental or emotional concerns. Barbara organized the Grafton Flu Clinic on the EDS model, using monies granted to her town, and was very pleased with the outcome

Meeting adjourned at 2:00pm. Next Meeting scheduled for February 8, 2007 10am at Framingham Memorial Bldg.

Respectfully submitted,

Leila Mercer

Chapter Secretary

10/12/2006 Metro-West/Central Chapter Minutes

Framingham Memorial Building Public Hearing Room

Attendance:9

Attendees: Debbie Chaulk, Merrily Evdokimoff, Claire Jameson, Barbara Johnson, Kitty Mahoney, Leila Mercer, Ruth Mori, Maureen Sendrowski, Diana Kenyare (UMassLowell BSN student)

1. Meeting called to order at 10am. Charlotte has been ill, and a get well card was signed by all in attendance to send to her. Welcome to Diana Kenyare, UMassLowell BSN student who is spending her semester with Claire.

2. Old Business: none at this time

3. MAPHN Board report: Maureen had several items to share from the quarterly meeting, which was held on October 2 in Westborough:

The President's Message by Charlotte Stepanian was distributed to all, as well as a report by Glynnis LaRosa MDPH PHN Advisor.

APHA Convention in Boston November 1-5: Kitty and Debbie are attending thanks to MAPHN scholarships, as well as Merrily. There will be a PHN Section silent auction, and each chapter has been asked to contribute a "transportable" item.

Karen McKim, Board Rep from Quincy, will head the New England PHN Conference Planning Committee this year, scheduled for 5/10/07. Theme is "Beyond Borders". Save the date!

We have been asked to check and see if we can link our MAPHN website to our respective BOH's sites

Information was distributed for the MetroWest Community Health Care Foundation's Leadership Initiative. Deadline is October 20. Charlotte Stepanian would be available to write a letter of recommendation for those interested. Maureen and Kitty both testified that this would be an excellent opportunity.

Sherry Schlib from Sanofi Pasteur informed Maureen that money is available (up to \$2000!) for MAPHN Chapters for vaccine-related PHN education opportunities. All that is needed is a letter of request from the chapter President. Maureen offered to talk to Charlotte Trubiani about this. It was unanimously decided to submit a request as described.

4. Education and Practice Committee Update:

Kitty presented a brief PowerPoint overview of the activities of this state level committee. Funding, CEU process endorsed by MARN and MAPHN, PHN Resource Guide Update were all discussed

5. New Business:

A submission form for members to use is being designed by Nancy Cleary and Kitty, in order to seek reimbursement of dues by members' BOHs

It was voted to contribute \$25 toward a gift certificate for the APHA PHN section Silent Auction. It is hoped that the participating store may match our contribution amount. Kitty will purchase the certificate and take it to the Convention.

6. Presentation:

Merrily Evdokimoff, who teaches in the Nursing Program at Fitchburg State, gave an excellent and practical PowerPoint presentation on "Evaluating Your Public Health Nursing Program". Contact Hours were given out at the conclusion.

7. Meeting adjourned at 12:15pm. Next Meeting scheduled for December 14 (Luncheon meeting)

Respectfully submitted,

Leila Mercer

Chapter Secretary

09/21/2006 Metro-West/Central Chapter Minutes

Framingham Memorial Building Public Hearing Room

Attendance:12

Attendees: Michele Cavallaro, Debbie Chaulk, Nancy Cleary, Karen D'Angelo, Merrily Evdokimoff, Claire Jameson, Barbara Johnson, Kitty Mahoney, Leila Mercer, Ruth Mori, Jean Sniffen, Charlotte Trubiani

1. Meeting called to order at 10am, by Charlotte Trubiani.
2. Treasurer's Report for past year presented by Nancy Cleary, and accepted. Current Balance is \$44.92
3. It was voted to set chapter dues at \$15, to be collected between September-December 2006, and \$15 to be collected between January-June 2007, for a total of \$30. This will cover the costs incurred for the annual MAPHN Conference Raffle Basket, as well as for regular costs incurred throughout the year.
4. Results of the Chapter Questionnaire sent out by Charlotte were discussed. There were 8 who responded. Combined with discussion among the 12 attendees today, the conclusions were that Thursday AM 2-3 hour meetings were favored, with 3 meetings in the fall and 3 meetings in the spring to be scheduled. It was agreed that an additional wrap up meeting in June would conclude the business year. The consensus by the attendees was to provide some type of training or presentation at each

meeting. Peer presentations as well as special guest speakers were discussed. Merrily Evdokimoff offered to give a session on "Evaluating Your Programs", at the next meeting. Charlotte offered to do a TB presentation at a future meeting. Other ideas offered were: reportable disease case presentations, how to apply the EDS/MRC model to our flu clinics, CPR/AED training (Barbara Johnson is an ARC certified instructor), MDPH epidemiologist speaker.

5. It was agreed that the Chapter Officers (President, VP, Secretary, Treasurer) would be 2 year terms, with President and Treasurer terms staggered against the VP and Secretary terms.

6. The following Officers were elected:

President (2005-07) Charlotte Trubiani

Vice President (2006-08) OPEN

Treasurer (2005-07) Nancy Cleary

Secretary (2006-08) Leila Mercer

7. As a result of being elected secretary, Leila announced that she will step down from her role of Chapter Rep to the MAPHN Board. Central/MetroWest will continue to be well represented at the state level by Kitty Mahoney (VP), Debbie Chaulk (At Large Rep), and Maureen Sendrowski (Chapter Rep).

8. The meeting dates for 2006-07 that were accepted are:

September 21, October 12, December 14, February 8, March 15, April 12, June 7(wrap up and election of new officers)

9. Announcements:

CDC E.coli O157:H7 Conference Call today at 12pm

MIAP Immunization Conference October 3, Westborough

Legal Nuts & Bolts of Isolation and Quarantine, October 19, Shrewsbury

Infectious Disease Surveillance: A Team Approach, November 1, Shrewsbury

ACS Breast Cancer Talk, October 23 10:30am, Grafton BOH

10. Charlotte announced that she is interested in starting a chapter Library of reading materials pertinent to Public Health. She offered to loan her copy of The Great Influenza by Barry as a start.

11. Kitty Mahoney gave a presentation on Deaf Awareness and distributed a wealth of information from the Mass. Commission for the Deaf and Hard of Hearing (MCDHH)

12. Meeting adjourned at 11:50am.

Respectfully submitted,

Leila Mercer, Secretary

08/16/2006 Metro-West/Central Chapter Minutes

Present: Leila Mercer, Charlotte Trubiani, Ruth Mori, Jean Sniffin, Karen D'Angelo and Kitty Mahoney

1. Distributions:

a. Agenda

b. MPHA Expo October

c. Corrected Annual MAPHN Reports

d. Chapter Office Descriptions

e. Minutes of 2006 to date

2. Motion by Leila to accept the minutes of meetings January, February, March and April 2006 , second by Jean. Voted to approve.

3. There were no meetings in May (Conference month), June or July due to conflicts in member schedules.

4. Note to secretary; add Maureen Sendrowski to the list of Board Member names.

5. Brief discussion on Chapter Elections which will be held in September, 2006. Distribution was made of officer description and duties, responsibilities and nomination rules. (Attached to this email). Positions are open for Chapter: Vice Chair, Secretary and Treasurer.

6. Education and Practice: currently working up a Provider Application to MARN so that MAPHN can offer MARN approved CEU's to members. Scholarship applications to APHA conference available. There are 2 for this chapter. Send letter of interest/intent to Charlotte Stepanian.

7. MPHA meeting on October 5th, 2006 "Pandemic Flu: Learning from the Past, Preparing for the Future" at Royal Plaza Hotel in Marlborough. Author Dr. Alfred Crosby will be the Keynote Speaker.

8. Treasury Report will be made available in September.

9. Discussion on Ban the Burn programs in different BOH; contributions and promotions.

10. Discussion on a "lending library" of books between chapter members was raised. Charlotte Trubiani has the Influenza Pandemic book if anyone is interested in borrowing it, contact her (508-532-5470)

11. Meeting attendance: discussion on meeting dates and times. Discussion on last year's meetings and attendance, time, convenience and location, frequency, subject matter and educational opportunities and telephonic meetings.

It was decided that a "day certain" makes for "memory planning ease" such as the "first Tuesday" vs. "TBA" and would make planning meetings easier. There was discussion on reducing meeting frequency to 3 meetings during January to June and 3 meetings between July and December. Summer and Winter "Meal And A Meeting" will still be scheduled. Provision of educational opportunities at the meetings seems to generate interest. The Chapter would like to continue the practice of informal meeting formats. All Boards of Health and VNA Chapter Members will be notified of upcoming meetings electronically and through regular mail. A planned survey will be sent with SASE to all Boards of Health, VNA and Chapter members.

Next Meeting (date TBA by Charlotte Trubiani) will feature Chapter elections.

Self nominations WELCOME for Vice Chair, Secretary & Treasurer

Respectfully submitted, Kitty Mahoney

04/27/2006 Metro-West/Central Chapter Minutes

Present: Laurie Courtney, Clair Jameson, Nancy Cleary, Ruth Mori, Leila Mercer, Kitty Mahoney

Guests: MAPHN President Charlotte Stepanian, MRC Regional Representative Lisa Jackson

Keynote Speaker: Kathy Cederburg

MAPHN Business

1. Movie Basket approved for state Conference contribution. Total cost \$49.00 Approximately \$6.00 each. (Kitty has put \$6, Charlotte has put in \$43) Discussion on the basket and your \$10.00 for January to June dues will be reviewed at our meeting in June. BRING YOUR CHECKBOOKS! Dues can be made payable to MAPHN MetroWest Central Chapter to Marlboro Board of Health Attn: Nancy Cleary 255 Main Street Room 101 Marlboro, MA. 01752. The treasurer is also reporting that the costs of coffee and coffee cakes are getting excessive. Discussion in June as to how to proceed (suspend buying large box of coffee until discussed) so BRING YOUR OWN COFFEE OR TEA TO THE JUNE MEETING
2. Discussion on book donations to library's in AL deferred to next meeting.
3. Brief discussion on Chapter Elections which will be held at the next Chapter meeting June 29th, 2006. Distribution was made of officer description and duties, responsibilities and nomination rules.
4. the two-day conference on SNS: Leila and Nancy are attending June 21 – 22, Charlotte is attending June 1-2.
5. Region 4Q MHOA is offering "Setting up and EDS Clinic" on May 17th for those interested.

MAPHN: Charlotte Stepanian discussed and presented to us several great resources for Nursing: Public Health including:

1. Public Health Nursing: It's For You (DVD from Minnesota DPH) This can be viewed at www.health.state.mn.us
2. Public Health Nursing: A Journal of Population Based Nursing
3. Referred all of us to the Guidebook of MAPHN now on line. PRINT CHAPTER 6!
4. Stated money is available to attend St. Anslem's for Emergency Preparation.
5. She distributed the NIMS training compliance matrix & deadline (September 30, 2006)
6. Provided the chapter a copy of an outline for the "Omaha System" (clinical informatics) also available at www.omahasystem.org
7. Annual Conference on May 4th at 8:30 AM at the Doubletree in Westborough. She apologized for difficulties with mail but location name and keynote speaker changed at the last minute.

Kathy Cederburg: MRC power point presentation. (Medical Reserve Corps)

1. Social Marketing!
2. Their website is www.medicalreservecorps.gov and there is a lot of information here.
3. Membership (to MRC) offers sovereign immunity.
4. Getting Started: A Guide for Local Leaders (Excellent Reference)
5. The In's & Outs: registering a team, liability issues, recruitment, plans & practices & training.
6. First responders include: law, fire, EMS, EMT, DPW.
7. There is a great Q & A for volunteers on their
8. She distributed information on Certification for Cutzen Corps and Citizen Corps Council.

Lisa Jackson:

There are 5 new Region 4A hiree's. She came today to introduce herself to our chapter and offer support as we plan our local MRC. She distributed the \$A Disaster plan (available at www.region4a.org)

Next Meeting will feature Chapter elections on 06/29/06. Please invite others in our Chapter Area and beyond to attend our meetings! Respectfully submitted, Kitty Mahoney

03/31/2006 Metro-West/Central Chapter Minutes

Present: Charlotte Trubiani, Nancy Cleary, Debbie Chaulk, Maureen Sendrowski, Claire Jameson and Leila Mercer.

MAPHN Business

Movie Basket Donation for MAPHN Conference Raffle will include Movie Tickets Gift Card; Cozy Blanket; Candy; DVD of Classic Movies; Film Reel; Large Bowl; A Tub of Popcorn and Movie Posters will be donated by AMC Theaters. Approx. cost = \$45+/-

Chapter Elections

Goal is to hold elections in June, for elected officers to begin in September

All officer positions are open: President, Vice President, Treasurer, and Secretary

Charlotte announced she will step down from her Co-President position at end of term

Nancy has offered to run for treasurer again. Charlotte Trubiani is not going to seek another term. Further discussion at next meeting; Charlotte will contact chapter members by email about the open positions.

MAPHN Board Elections

Following positions are up for nomination:

First VP (to fill unexpired term ending in 2007), Second VP (2 year term ending in 2008), Membership Secretary (2 year term ending in 2008), Chapter Representative (1 year term ending in 2007) and

At-Large Representative (2 positions, to fill 2 unexpired terms ending in 2007)

Anyone interested in being nominated for these positions must submit a Nomination Form by 3/31/06.

Nominations include Kitty Mahoney; First VP, Leila Mercer for Membership Secretary, and Debbie Chaulk for At-Large Rep. Ballots will be sent to MAPHN members by mail, along with an application the Annual MAPHN Award.

DON'T FORGET TO VOTE. SEND IN YOUR BALLOTS BY 04/15/06

Next Meeting

A presentation about the Medical Reserve Corps will be featured at the next chapter meeting on 4/27/06. Also, there will be a brief message from our MAPHN state president, Charlotte Stepanian.

Please invite others in our Chapter Area and beyond to attend our meetings!

Chapter Project

Charlotte made the suggestion of collecting books to send to restock Libraries in New Orleans. She will further investigate this and report at next meeting. MAPHN Conference will be May 4, 2006 at the Doubletree (formerly the Wyndham) Hotel, Westborough. Theme: "Lessons lived! Lessons learned!" Guest Speaker will be Doris Brown, Louisiana who will speak on the role of PHN's in New Orleans during the Katrina disaster.

Open Discussion

Today's meeting focused on networking with each other, covering several PHN pertinent topics:

Impact of illegal immigrants on the local public health system; challenges related to Tuberculosis case management because of the foreign born (Framingham currently has 9 active TB cases, all foreign born; Marlborough has a family with TB) There was also discussion on Bird Flu/Pandemic Planning.

Next Meeting is scheduled for April 27, 2006 in Framingham.

Respectfully submitted, Leila Mercer (with sincere appreciation from Kitty Mahoney☺)