

Northeast Chapter Minutes 10/10/2003 Northeast Chapter Minutes Massachusetts Association of Public Health Nurses-Northeast Chapter
Minutes of October 10, 2003 Meeting

Meeting called to order by Sue Rosa, President. Secretary's report of September meeting accepted. Members present introduced themselves and their community affiliation. The focus of the meeting will change from an informal discussion of HIPPA to accommodate a more immediate need to address several more timely issues with the chapter by Kaydee Schmidt, President of MAPHN.

Organization Updates:

-MHOA :

- Conference Nov 4,5,6th in Hyannis. Brochures are out. Elissa Laitin, our previous Epi will be speaking. All are encouraged to attend.

-MDPH:

- Smallpox Vaccination Training is scheduled for January 9, 2004, 9am-1pm, Tewksbury Regional offices. Please let Jane Morrissey or Sue Rosa know if you will attend. We are limited to 30 people.

- Risk Communication Basic Training will be held on Nov 17, 2003 at the Regional Office in Tewksbury. It has been said that this training is one of the best available. Register by Nov 10th. Forms were passed out. Cost \$15.00.

- Infectious Disease Surveillance, Reporting and Control, Fall Training, Nov. 20th, Tyngsboro, BU Conference Center. Co-sponsored by MAPHN & MHOA.

- Guest Speaker Kaydee Schmidt, President, MAPHN, spoke on several issues. One was regarding a possible restructuring of the MAPHN Executive Board. There would be 2 Vice Presidents and 2 Secretaries. Hopefully by sharing the responsibilities, more people may be willing to accept the positions. She handed out a draft of the organizational chart proposed for all to review. It was unclear if a vote by the organization is necessary to change the bylaws or if the Executive Committee can do this. All members are encouraged to participate in whatever way possible to keep the organization vibrant.

Kaydee also asked if we would participate in a survey being conducted by MPHA concerning the effects the budget cuts have had on our communities. She passed out the survey forms.

Lastly, she asked for names of nurses who would be able to attend Regional BT meetings in order to keep nursing presence in the forefront in Preparedness and Response Planning. As of right now, she was unable to give us the date of the next meeting but that it would be early November. Invitations will be sent to those key people who are on the list. Charlotte Stepanian, Judy Dunigan, Sue Rosa, Judy Anderson and Ron Mote submitted their names. Those not at the meeting but whose names were included are Sandy Collins and Joanne Martel. If those are unable to attend the meeting once the date is announced, please send someone in your place if possible.

- Networking News:

- Rochelle Bartlett, Marblehead, related a story of difficulty getting information needed for a reportable disease from DPH ! Discussion followed about public health's exemption in regard to HIPPA.

- Those having difficulty locating or identifying MDs in the course of follow up investigations may find a useful resource book called Folios. Most hospitals use this book. It costs \$70 but you may ask your local hospital to donate last years version to you to save you the cost. Also, you can find providers listed under docboard.com.

- Judy Dunigan, Chelmsford, related the difficulty she is having getting a list of homebound/handicapped residents from their town clerk. It is supposedly against the law for the clerk to release it. Judy needs this info to present to the LEPC. Several suggestions were made to obtain this info, for example, place an ad in the paper asking people to call PHN and register (Haverhill does this), add the question to the town census, etc. Judy Anderson will bring a calendar that her town uses that has a form in it that can be used. Fire/Police may also have a list as would Meals on Wheels Program.

- Charlotte Stepanian noted there was an update in the roster billing code. Use V04.81. This came from Joyce Sullivan.

- Ron Mote, Dracut, added that he completed the Smallpox Vax Training and has been vaccinated himself and reported no complications.

- Paula Mombourquette , Woburn, reported that they had a case of Human West Nile Virus and that the patient was very sick..

- Rochelle Bartlett, Marblehead, has been busy with 6 confirmed cases of Pertussis, 4 probable Pertussis, 3 E.Coli, 1 HUS.

- Gifts will be given to the 2 Red Cross Nurses who gave the disaster trainings.

They will each receive a gift certificate to Macy's and a MAPHN tote bag in appreciation of the time they spent training us.

1.0 The November meeting has been CANCELLED.

Next Meeting will be December 12, 2003 at the Tewksbury Regional Office, at 9:30-11:30.

Respectfully Submitted,

Jane Morrissey, RN

Secretary

09/12/2003 Northeast Chapter Minutes Massachusetts Association of Public Health Nurses-Northeast
Chapter
Minutes of September 12, 2003

1.0 Meeting called to order by Judy Dunigan, Vice President. Secretary's report of July meeting accepted. Members present introduced themselves and their community affiliation.

2.0 Organizational News/Updates:

MAPHN :

- New members to our chapter are Terri Arsenault, Amesbury (replacing Joanne McCarthy who retired) and Christine West, Billerica (replacing Cheryl Marland). Christine used to work for Dracut Health Dept.

MDPH:

- Jill Sheets was introduced as the Epi replacing Kurt Seeto.

-There is a training scheduled for next week, 9/17, to discuss flu billing for Medicare, in Westboro.

-There is a MassPro training on the 24th which is mandatory for those doing HMO billing for flu and pneumo.

-MIP: Sheila Sullivan has the Flu VISs in her office and would appreciate it if we would take as many as we can today.

-Donna Lazorik announced at the Pandemic Planning meeting that they are now doing smallpox vaccination trainings for groups of 30 or more. It is a 5-hour training consisting of lecture, video, demonstration and practice with saline. 5 CEU's will be awarded and it is open to RNs, LPNs, EMTs and pharmacists. Debbie McLaughlin has one scheduled for Nov13th in Haverhill. Our chapter will schedule one during our regular monthly meeting time if possible.

MHOA:

-The brochures are out for the conference at the Cape in November.

-Their next mtg. on the 18th will include the DPH attorney addressing HIPPA.

3.0 Bob Morrison and Marie O'Donnell were unable to attend today's meeting to discuss possible changes to the bubble sheets. They will be rescheduled.

4.0 Betsey Sheehy, Health Educator, MDPH spoke on the Updated Isolation and Quarantine Regulations that became effective in February, 2003. She had the new booklets with the Regulations, a Summary of Changes handout, as well as new Lists of Reportable Diseases for BOH, Providers, and Laboratories.

Questions followed with attention given to:

- changes in the Varicella I&Q Regs(exclusion of susceptible contacts),

- Rabies reporting changes (to BAH not DPH),

- HIPPA problems (Call Gillian Haney, Surveillance contact person, with any problems),

- And education of providers especially the newest group, " Hospitalists," need to be included in the loop.

5.0 Networking News:

-Discussion on types of syringes used for flu clinics, safety vs. regular, cost issues. Sunny Robinson, Gloucester, will get prices on various types from Lomedco, which gives us a group discount rate.

-Enforcement of Camp Inspection Regulations once again proved to be challenging. Several members asked to schedule Jennifer Murphy, from DPH, for a meeting in the spring to review the issues. She is replacing Howard Wensley in that capacity.

-Charlotte Stepanian, Merrimac, showed her diploma to us and was given congratulations on her achievement.

-Judy Baggs, Burlington, requested that we include HIPPA on our agenda for next month.

-Terri Dean, Stoneham, announced that she has 2 new nurses job sharing with her. They are Peg Drummey and Traci Mello.

6. 0 Next Meeting: October 10, 2003

9:30 – 11:30

Regional Office, Tewsbury

Respectfully Submitted,

Jane Morrissey, RN, BSN

Secretary

07/11/2003 Northeast Chapter Minutes Massachusetts Association of Public Health Nurses-Northeast
Chapter
Minutes of July 11, 2003 Meeting

1.0 Meeting called to order by President Sue Rosa.

2.0 American Red Cross Disaster Health Services Simulation, Part 2.
Ileen Sullivan, RN

This 4th training session consisted of several more simulation exercises to have us become more familiar with different aspects of disaster health services. We also watched a video of actual footage taken during the 9-11 disaster in New York City. It was a compelling piece showing the Red Cross workers in action.

Those attending all 4 training sessions received Red Cross certification cards that have no expiration date.

3.0 MAPHN-NE Chapter Environmental Day was discussed. Several people have signed up but more are needed to reach the minimum required for the Duck Tour.

4.0 Next Meeting:

Friday, September 12, 2003

9:30 – 11:30 AM

Regional Office, Tewksbury

Agenda

1.0 Call to order at 9:30 am with introductions and approval of minutes.

2.0 Organizational Updates

3.0 Guest Speaker, Betsey Sheehy, MDPH Health Educator, 10 – 11:00am

Topic: New Isolation and Quarantine Regulations

3.0 Networking to follow if time allows with adjournment at 11:30 am.

Respectfully Submitted,

Jane Morrissey ,RN

Secretary

MA Association of Public Health Nurses

SE Chapter

Hull

July 24, 2003

* Meeting called to order at 1 PM by Joyce Sullivan and Bethany Collins, co-presidents.

* Treasurer report: unavailable. Ruth reminded the group about the Sunshine Fund - \$12.

* Secretary report: April 17, 2003 and June 19, 2003 minutes distributed and accepted.

* Joyce introduced Fran Champlin (Chatham) to her first SE Chapter meeting and members introduced themselves. Joyce requested e-mail addresses.

* General updates/announcements re: events/programs

Quincy: Received thank-you note from Corrine (retiring) for the flowers: two

notes from Fr Bill's (Mary Collins/women's shelter) for monetary donations.

The shelter was able to purchase a bunkbed and shower screen(women's shelter.)

Dedham: Medicare training for influenza vaccine reimbursement will be 9/4/03.
Contact Audrey Vietzke (avietzke@town.dedham.ma.us) for further info.
Attleboro: The new smallpox/emergency preparedness nurse would like to attend the 8/21/03 meeting.
Contact Intervention Project: This is a state/CDC TB contact follow-up program. Ed has been hiring outreach educators for the 5 cities/town - Waltham, Springfield, Lawrence, Brockton, Worcester. A 2-day training program will be held in September. PHNs with active TB and TB contact experiences are encouraged to talk to Ed (Edward.Pomfred@state.ma.us)
Hull: Please return salary survey update to Joyce.
Randolph: VNA contract expires 7/31/03 and will not be renewed.
Sharon: SE Chapter directory being updated. Please return your form if there are changes.

* After visiting Fr. Bill's, the Chapter discussed different outreach activities and the consensus was to assign household/ personal items to each town. These items will be given to those clients who are moving into independent living arrangements. The collection will be brought to the September meeting.

Toiletries: Hull, Attleboro, Dedham

Cleaning supplies: Scituate No Attleboro, VNA Cape Cod, TB contact intervention project

Paper goods: Weymouth, Randolph

Non-perishable food items: Weymouth, Sharon

* Second annual grinch grab was a lot of fun - Stephanie and Diane get the prizes for the "best items." We're sure that Ed is all ready for Christmas this year - his wife is so lucky!

Next meeting: August 21 @ 1PM Sharon Community Center. Theadora Wholer from the Perinatal Hep B program will be a guest speaker. Please bring a brown bag lunch, beverages and dessert will be provided.

Respectfully submitted:

Sheila Miller, Recording Secretary

03/14/2003 Northeast Chapter Minutes Massachusetts Association of Public Health Nurses-Northeast Chapter

Minutes of March 14, 2003 Meeting

1.0 Meeting called to order by Debbie McLaughlin, Haverhill.

2.0 Introduction to Disaster Services, American Red Cross

Ileen Sullivan, RN and Rita Hart, RN gave a power point presentation on Intro to Disaster Services. This class is a prerequisite to any future trainings to be certified as a Red Cross volunteer. Some interesting notes follow:

- All training courses are free, all services are free, and instructors teach classes on a volunteer basis.
- There are many positions other than nursing that we can volunteer for also.
- No government funding is provided. The Red Cross is completely dependent on contributions.
- If we have a list of volunteers in town that we use or are putting together, it would be worthwhile to encourage them to become certified as a Red Cross volunteer to be available for any disaster.
- If you do become a volunteer, you must ask your employer about their policy on releasing you from

work in order to volunteer. This can vary from employer to employer. Some refuse and some are generous. They are not required to release you from your duties though.

-Only RNs, LPNs and EMTs are eligible to volunteer for Disaster Health Services.

-To respond to a national disaster, a volunteer must also complete the Family Services class. Also, a MA license is acceptable in other states to respond to a disaster with the Red Cross.

-For those who missed this meeting, the Intro to Disaster Services can be done at home by obtaining the booklet and video and taking the test in the back of the book. This is required before proceeding with the upcoming classes. Call the Lowell Red Cross Office at 978-458-6385.

3.0 Organizational Updates:

-MAPHN Conference is May 8th. Please contact Judy Baggs for donations for the silent auction.

The application form for the Nurse's Award will also be mailed soon. Our Northeast Chapter is responsible for putting the packets together. If you can on April 24th, please contact Charlotte Stepanian.

-MHOA is conducting classes on Camp and Pool Inspections. Please check their website for dates and places of upcoming trainings. A few of us attended the one held March 13th and found it very helpful.

(Unfortunately there is not enough time to schedule a camp training at one of our upcoming meetings.)

-MDPH is asking for Medicare billing rosters for the past 2 years in an attempt to generate revenue.

It is still unclear if the state will be providing flu vaccine next year. All BOHs are encouraged to place an order for private purchase if possible, knowing that it can be cancelled if we do receive it from the state.

HAN training sessions have been scheduled at the SLI. Sandy Collins emailed the list of dates to everyone. Pre-registration is necessary so please check it out.

Meet the Commissioner dates have also been announced. The Northeast Region's will be held on April 1, 2003 from 11-12:30 at Tewksbury Hospital. All are encouraged to attend in order to let our voices be heard in these financially troubling times.

4.0 Networking News:

-Sandy Collins, Westford, reports that it looks possible that in the near future the requirement for TB testing for teachers/schools will be repealed. Legislation is pending. Although this has been talked about for a long time, this is as close as we have ever been.

-Judy Dunigan, Chelmsford, announced that Sue Rosa has accepted a part time position with the Chelmsford Health Dept. Sue will still continue to be in her Westford position as well.

5.0 Next Meeting: April 11, 2003 at NE Regional Health Center, Tewksbury,

9:00 am to 1:30 pm. PLEASE NOTE EARLY START AND LATE FINISH

Please bring a bag lunch if you so desire.

Agenda for 4/11/03

Regional Offices, Tewksbury

***** 9:00am – 1:30 pm *****

1.0 Call to order with introductions and approval of minutes.

2.0 American Red Cross "Disaster Health Services: An Overview"

Ileen Sullivan, RN

3.0 Organizational News/Updates including

Nominations for 2003-2004 MAPHN- NE Chapter Officers

4.0 Networking and adjournment

** All current officers are willing to continue in their positions for next year, although all nominations are, of course, always welcomed. **

Respectfully submitted,

Jane Morrissey, RN, BSN

Secretary

Upcoming Red Cross Trainings to be done at our monthly meetings as follow:

April 11 Regional Offices Tewksbury ***9am-1:30
"Disaster Health Services: An Overview"

June 13 Tewksbury Library 9:30-2:00
"Disaster Health Services Simulation"

July 11 Tewksbury Library 9:30-2:00
"Disaster Health Services Simulation"

VERY IMPORTANT NOTES

1. *****Please note the early start for the April meeting*****
2. If you did not attend the first session on March 14th, you must obtain the video and workbook before attending the above sessions. You can do this by calling the Lowell office at 978-458-6385 and requesting the materials.
3. Please bring a 3" ring binder, as there is a lot of material that will be distributed and it will help keep things organized.
4. Please bring a bag lunch to each session.

02/14/2003 Northeast Chapter Minutes Massachusetts Association of Public Health Nurses-Northeast Chapter
February 14, 2003 Meeting
Westford Regency

A very informative seminar was held in place of our regular monthly meeting. The day consisted of 2 parts as follows:

- 1.0 Introduction to PHN Leadership Guide and Resource Manual
- 2.0 MDPH Bioterrorism Preparedness

Much information was given during the lectures as well as in many hand-outs/brochures. For those who missed this day, the same program will be held in other regions during the month of March.. Check the MAPHN website for details.

Agenda for March 14, 2002
Northeast Regional Offices
Tewksbury, MA
** 9am – 1:30pm **

- 1.0 Call to order, introductions, approval of January 10, 2003 minutes.
- 2.0 Introduction to Disaster Nursing,
Ileen Sullivan, American Red Cross

** Please note extended time for meeting
Please bring a bag lunch

01/10/2003 Northeast Chapter Minutes Massachusetts Association of Public Health Nurses-Northeast
Chapter
Minutes of January 10, 2003 Meeting

1.0 Meeting called to order by Sue Rosa, President. Secretary's report of December meeting accepted. Members present introduced themselves and their community affiliation.

2.0 Emergency Response Plans/ BT Preparedness: The need for individual communities to write their own plan was discussed. The plan should identify such things as a large site available for vaccination and storage of supplies, which would include refrigeration and security issues, as well as source of supplies ie: pharmacies or medical supply companies. There are many sources of information including the following suggestions.

-Sandy Collins, Westford, brought some emergency preparedness plans from other cities and towns in the country for us to review and use as reference in developing our town's plan. Many parts can be copied or adapted. Some plans can be accessed through the Internet as well.

-Upcoming MAPHN training sessions for the new manual will be expanded to day long sessions with the afternoon portion devoted to BT updates. Please call Sandy Collins with suggestions for areas of concern you would like to see addressed.

-CDC Smallpox Response Program can be viewed by ordering the video. Access the program through the CDC website and follow the instructions as given.

-Review the Flu Pandemic Plan as it contains much information that would be used for any emergency, not just flu.

-American Red Cross has disaster protocols that can be acquired by calling them.

It was decided that Eileen Sullivan will be rescheduled to the March meeting to speak about disaster nursing. Debbie McLaughlin will arrange and also ask her to bring copies of disaster protocols.

-Attend regional meetings with MDPH representative, other town department heads, ie: police/fire chiefs, mayor/town manager, health directors, school superintendents. All need to be involved in the town's response plan and roles need to be clearly defined. Keep abreast of the status of the MDPH plans for pre and post event response.

3.0 Organizational News:

-MDPH: Commissioner Howard Koh will be leaving his post. He will be succeeded by Ms. Christine Ferguson, a lawyer from R.I. That will be announced publicly soon and we will have more information about her then. A letter will be sent to Dr. Koh from the MAPHN thanking him for his many years of leadership and support.

-MAPHN: Pat Zingariello, Beverly, is leaving her position as Board Member. If anyone is interested, please email Kaydee Schmidt, President. Also, all officers are up for election this year so give some thought to running. The meetings are held in Framingham 4 times a year.

-Region 3 BT Preparedness Meeting was held January 12th. It was well attended by nurses as well as others. There are still many unanswered questions in regard to the MDPH pre and post event response plans but things are progressing although not on the time schedule originally outlined. The next meeting will be held on March 6, from 10am-12n , at the Tewksbury Library. 2 subgroups were

started. One group will work on setting up a regional meeting for local heads of departments. One group will work on preparing mutual aid agreements for neighboring towns to sign.

4.0 Networking News:

- Norwalk virus illness was reported from Newburyport and Manchester in the nursing home populations.
- Nursing Spectrum Magazine features an article about Public Health Nursing written by a staff writer who shadowed Charlotte Stepanian, Merrimac, for a day.
- Thank you notes were received from Kurt Seetoo, Mary Mahoney, Joanne McCarthy.

5.0 Next meeting, February 14, 2003. It will be held at the Westford Regency from 9am – 3pm.. Lunch provided compliments of Aventis. Please note the change in location and time.

Meeting adjourned at 11:30

AGENDA for FEBRUARY 14, 2003

Westford Regency Hotel

9am-3pm

9:00 am – 12noon Training Session on MPHN Manual

12noon – 1:00pm Lunch provided at no charge

1:00pm – 3:00pm Bioterrorism Preparedness Update from MDPH

Respectfully Submitted,
Jane Morrissey, RN, BSN
Secretary

***March 14, 2003 meeting will be held at the Tewksbury Regional Offices as usual.

However the time will be extended from 9am-1:30pm. Please plan your day accordingly and plan on bringing a bag lunch.

Topic will be Intro to Disaster Nursing given by Ileen Sullivan, American Red Cross.