

ASTDN Executive Committee Meeting Summary
Meeting Date: June 26, 2006

The ASTDN Executive Committee meeting was held on June 26, 2006 by conference call. The following topics were discussed and actions were taken:

President's Report: Karen O'Brien

- **APRN letter to Joan Stanley draft dated June 13, 2006 was sent out prior to the meeting so that the Exec. Com. could review and provide comments.**
- **QUAD Council meeting will be held in Boston on Sunday November 5th during the APHA annual meeting. The topic this year will be PH and Human Rights. There will be updates on critical issues on PH Nursing, panel discussion where Joy Reed will be talking about the PHN scope and standards.**
- **ANA National Consensus meeting for Clinical Nurse Specialist (CNS) Competencies: Shirley Orr attended the meeting on behalf of ASTDN on 5/30-5/31/06 in Washington D.C. There were 25 nursing organizations in attendance. All reviewed competency sets that were submitted by these organizations in an attempt to identify competencies that are cross cutting competencies. There will be an opportunity for ASTDN to review and comment.**
- **2010 Dept. of Labor (DOL) Occupational Classifications: The issue is that there is no place to capture the Public Health workforce. All Exec. Com. members on the call were in favor of ASTDN signing onto the Standard Occupational Classification Revision Policy Committee at the DOL letter along with seventeen other public health organizations to have PH reflected in these occupational classifications.**
- **National Nurse ASTDN Committee: Karen will contact Nancy Garvey (NJ) and Michelle Cravetz (NY) to see who will chair this ASTDN committee.**
- **Pam Kulbok was elected to the ANA Congress on Nursing Practice.**

Secretary's Report: Glynnis LaRosa

- **The 5/3/06 and 5/22/06 ASTDN Exec. Com. minutes were approved.**

Treasurer's Report: Diana Pistole

- **Diana reviewed financial statements.**
- **Certificates of Deposit – Diana has emailed Linda Olson Keller (former ASTDN Treasurer) inquiring if the address and account signatory changes have been requested.**
- **ASTDN affiliate services agreement with ASTHO has expired. Karen will get the revised contract to Diana. Karen asked if Janet could draft the agreement from June 1, 2006 - June 30, 2007.**
- **Diana requested a copy of the CDC & University of Minnesota "Project of Enhancing the Capacity of PH Nursing" agreement between ASTHO and ASTDN for our contractual relationship for expenditure of funds.**
- **New ASTDN reimbursement form is now posted on the website.**
- **ASTDN's Administrative Assistant agreement is due to expire June 30th. Karen asked Diana to work on a new agreement for Janet from July 1, 2006 through June 30, 2007. All on the call approved the renewal of Janet's contract with ASTDN for Administrative Assistant work.**

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- **Proposed budget 2006 - 07 was reviewed by Diana and was discussed. All on the call approved the proposed ASTDN 2006-07 budget.**

CDC Grant Steering Committee: Joy Reed

- **Joy reported that several conf. calls have been held with Beth Stover and Pat Drehobl at CDC.**
- **Linda Olson Keller will be presenting this project at the APHA meeting in November.**
- **Joy to continue to Chair the CDC Grant Steering Committee conf calls.**
- **ASTDN to go to the CDC in July to discuss this project.**

Program Planning 2007 Committee: Teresa Garrett

- **Teresa was not on call today, so 2007 program update will occur on next month's call.**
- **New Hampshire will host ASTDN annual conference in 2008. Deb McLaughlin to obtain the letter from state official and will forward to Karen O'Brien.**

Membership Committee: Barbara Hickok

- **We have three new regional reps. (Tom Engle, Karen Eaton and Joanne Wakeham).**

Communications Committee: Rhonda Richtsmeir

- **Rhonda waiting to hear back from ASTDN webmaster about revising the ASTDN webpage.**

By-Laws Committee: Shirley Orr

- **ASTDN By-Laws approved and will be posted on the ASTDN website.**

Mentoring Committee: Glynnis LaRosa

- **Five (5) new mentors volunteered to assist with the UMass Amherst (UMA) National Nursing Leadership Program. These names were sent by Glynnis to UMA so that the student & mentor match process can begin.**
- **The next mentor conf. call with Glynnis and Dr. Ann Cary will be prior to our Sept. 25th Exec. Com meeting from 3:00-3:45 EST. Glynnis will send out an agenda and the call in instructions prior to the meeting.**

Public Health Preparedness Committee: Glynnis LaRosa

- **A conf. call will be held in July between Carole Jakeway, Ann Cary, Karen Eaton and Glynnis to start the transition process for this committee. Carole will be stepping down as chair and Karen, Ann and Glynnis will co-chair. The committee members will be contacted to see if they are interested in participating and we will begin our work on the list of priorities that were generated from the EP session during the ASTDN annual conference in Seattle.**

Environmental Health Committee: Tom Engle

- **Karen stated that Tom Engle was the only person that signed up for this committee. Karen sent information to Tom on the ANA.**