

ASTDN Executive Committee Meeting Summary
Meeting Date: September 25, 2006

The ASTDN Executive Committee meeting was held on September 25, 2006 by conference call. The following topics were discussed and actions were taken.

President's Report: Karen O'Brien

- **Karen attended the ASTHO Meeting in Atlanta.**
- **Alliance of Nursing Organizations meeting will be held in Memphis, Tennessee Nov 16-18th. Debbie Lee will try to attend this meeting for ASTDN.**
- **Quad Council: The focus right now is on the APHA PHN section annual meeting that is coming up in early Nov. 2006. The PHN Scope and Standards are a main focus, the Quad Council hopes to develop a strategic plan.**
- **ASTDN Policy and Procedure (P&P) revision. Glynnis verbally reviewed the changes that she was suggesting to the group. All on the call approved the revised P & P.**

Secretary's Report: Glynnis LaRosa

- **The meeting minutes from 8/28 were approved by the Exec. Com. with one change to be made under Membership Committee report.**

Treasurer's Report: Diana Pistole

- **Diana was unable to be on the call today but she did email her reports out prior to the call. Karen O'Brien read off Diana's report for Exec. Committee.**

Committee Reports (CDC Grant Steering): Joy Reed

- **Joy reported that the CDC Grant Steering Committee members have selected another candidate. This is a different person than was reported on the call last month. This contractor will be paid out of the CDC project funding. Joy stated that negotiations are underway to bring this contractor on board. Once the contractor is on board the info. can be released via the ASTDN website.**
- **ORISE CDC fellow would like to find a fellow to work with ASTDN to bring nursing organizations to the table for discussions.**
- **Joy also reported that ASTDN may be receiving another grant to work on a collaborative project with CDC on hand held devices for surveillance.**

Committee Report: (Program Planning 2007): Shirley Orr

- **Shirley reported that ACHNE would like to share joint expenses where appropriate based upon the proportion of attendees. ASTDN would pay for their own activities. Shirley requested input from the Exec. Com for speakers. Shirley asked about CEU providers. Joy stated that NC is a CEU provider, Nancy Garvey in NJ is also a CEU provider and Sandra stated that FLA can also provide nursing CEUs.**

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Committee Report: (Membership): Barbara Hickok

- **Barbara stated that the new membership card looks nice. The Exec. Com agreed that membership cards will be done for each membership category:**
 - **active voting member**
 - **alumni member**
 - **associate member**

S. Schoenfisch will re-draft the membership cards with the July 1 - June 30th ASTDN fiscal year dates and she will leave a space for the member to fill in their name.

Committee Report: (Communications): Rhonda Richtsmeir

- **Rhonda was unable to be on the call today therefore Karen gave a quick update. The membership list needs to be updated. Karen asked Barbara Hickok to work with Rhonda to update the membership list and the regional rep listing.**

Committee Report: (Mentoring): Glynnis LaRosa

- **Glynnis reported that there was a mentoring conf. call prior to the Exec. Com. call today. It went very well; most of the new mentors were on the call today along with the first and second cohort groups. The new ASTDN mentors are currently being matched with students. The group decided to would work on an Emergency Preparedness project with their students this semester.**

Committee Report: (PH Preparedness): Glynnis LaRosa

- **The co-chairs have set up another date with Carole Jakeway to transition to the new chairpersons. In the interim the list of committee members will be contacted to confirm that they are interested in participating. The committee will begin to work on the list of priorities that were generated from the Emergency Preparedness session in Seattle.**

Committee Report: (Environmental Health): Tom Engle

- **Tom Engle not on call today, he will try again to reach Marjorie Buchanan at APHA re: any Environmental Health initiatives that ASTDN should be involved with.**

ASTDN National Nurse Workgroup: Shirley Orr

- **ASTDN does have concerns about the legislation so the sooner we can get the information out to the ASTDN membership the better. The ASTDN National Nurse Workgroup will finalize the document and get it out to the membership.**

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ASTDN Mid Year meeting in Boston Saturday Nov 4th: Karen O'Brien

- **An ASTDN mid year dinner meeting will be held during the APHA meeting in Boston. Glynnis drafted a flyer for Karen O' Brien to send out and RSVPs are coming into Karen.**

ASTDN annual meeting to be held in New Hampshire in 2008: Deb McLaughlin

- **Deb McLaughlin reported that the NH letter was faxed to Karen O'Brien today from her state official indicating that the 2008 ASTDN annual conference will be held in New Hampshire. Deb and Glynnis to come up with proposed conference dates to present to the Executive Committee**

Pan Flu Resolution: Karen O'Brien

- **Karen asked the group if they were in favor of supporting the ANA's Pan Flu resolution. All on the call were in favor of endorsing the ANA Pan Flu Resolution.**

ASTDN 2006 annual meeting in Seattle web links for the presentations and CE Day evaluation results: G. LaRosa

- **Glynnis reported that Margaret Schmeltzer sent out a memo via the ASTDN list serve with the web links so that the 2006 annual conference presentations can be accessed. Glynnis sent out today to the Exec. Com. the evaluation summary of the CE Day for the 2006 conference in Seattle, WA. that Nancy Garvey (NJ) prepared.**