

ASTDN Business Meeting

June 10, 2010 @ 6:30 PM

Sheraton Crystal City/Washington, DC

1. Meeting convened at 6:30 PM with a welcome by Clair Millet (LA representative and President-elect).
2. Clair introduced the current Board, Regional Representatives, and the Executive Director.
3. Roll call by Barbara Hickok (attached). Totals: 18 Official state representatives, 6 Alumni, 5 Associate, and 7 Local, State, Fed. Gov. PHN leadership were in attendance. Clair recognized the alumni attending the meeting.
4. The minutes of the November 2009 Mid-Year meeting in Philadelphia, PA, were reviewed, moved, and approved by the attending members.
5. Clair read the President's Report from Diana Pistole (OK). A copy can be viewed on the ASTDN website.
6. Michelle Cravetz, Executive Director, summarized her activities over the past year, and distributed a copy. She encouraged the membership to join the new Resource Development Workgroup.
7. Treasurer's report and proposed budget were reviewed by Rhonda Richtsmeier. The budget was approved by the attending members.
8. Awards: Merit Award and Recognition Awards will be presented at the Saturday, June 12 Business meeting.
9. By-Laws Committee: John Hankins (AL), Glynnis LaRosa (MA), Clair, and Joy Reed (NC) worked on this committee. The proposed revised By-Laws and P & P were posted 30 days in advance of the annual meeting on the ASTDN website along with a summary document of all proposed changes. John and Glynnis reviewed the changes which include—dues and membership category changes and additions; roles of board members; amendment submission and review; and grammatical changes. The changes were approved by the attending members.
10. Policies and Procedures changes presented by John Hankins which included: changed "leader" to regional "representative"; added Exec. Dir. roles and responsibilities; defined committee processes more clearly; role of designated representative for the president added; more inclusive language for territories; orientation process; updated roles of Board members to reflect organizational needs; changes in language to match By-Laws; membership and dues clarifications with specifics for non-payment; voting changes to reflect ability to conduct elections electronically; assured continuance of joint ASTDN/ACHNE meetings; deletion of Audit committee since organization uses a CPA; added Table of Contents; re-organized meeting

agenda requirements; revised Award recommendation documents; and updated ASTHO affiliation language. Changes were approved by the attending members.

11. Communication Coordinator Report: Glenda Kelly gave an overview of her activities, and included a copy in the meeting packets. She asked the membership to let her know any recommendations for future efforts and improvements in communications.
12. Environmental Health Committee: Glynnis gave the report for Tom Engle (OR), and a copy is in the meeting packet. Members were encouraged to join!
13. Membership: Glynnis reviewed committee activities which included efforts to recruit a representative for each state; revisions in membership categories; updates to the organizational brochure; development of a marketing poster; and establishing an outline and PPT presentation for the new member orientation held at the annual meeting. A copy of her report is in the member packet, and lists member constituency by category.
14. Glenda presented the "75th Anniversary" booklet about the history of ASTDN. She recognized the work of the former AK chief nurse, ASTDN past-president, and alumni member Elfrida Nord.
15. Conference Planning Committee: Marilyn Haynes-Brokopp recognized the committee and thanked them for their participation.
16. Public Health Preparedness: Sandra Schoenfisch presented results of the survey sent to PHNs regarding roles during the H1N1 pandemic of 2009-2010. Power point presentation handouts included in the member packets. The presentation included preliminary results from over 500 participants. The committee is considering re-contacting states that did not participate, and collecting and posting tools developed in other states.
17. Sign-up sheets for all the committees were available during the meeting and at the registration table during the conference.
18. Gift Exchange will be Saturday, June 12 when the ASTDN Annual Business meeting reconvenes.
19. Meeting adjourned at 8:04 PM Eastern Time, and will reconvene Saturday morning, June 12, 2010.