

**ASTDN Executive Board Meeting  
 Conducted via Conference Call  
 Friday, February 20, 2009**

Meeting convened @ 2:05 PM MSDT by Teresa Garrett

<b>Position</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>
<b>President (presiding)</b>	<b>Teresa Garrett</b>	<b>x</b>	
<b>President-Elect</b>	<b>Diana Pistole</b>		<b>x</b>
<b>Executive Director</b>	<b>Michelle Cravetz</b>	<b>x</b>	
<b>Administrative Assistant</b>	<b>Janet Deveny-Edwards</b>		
<b>Past-President</b>	<b>Shirley Orr</b>		<b>x</b>
<b>Treasurer</b>	<b>Rhonda Richtsmeier</b>	<b>x</b>	
<b>Secretary</b>	<b>Barbara Hickok</b>	<b>x</b>	
<b>ASTDN Special Projects Coordinator</b>	<b>Mary Pat Couig</b>		
<b>Member-at-Large/Program/Mentoring</b>	<b>Glynnis LaRosa</b>	<b>x</b>	
<b>Member-at-Large/Membership</b>	<b>Tom Engle</b>	<b>x</b>	
<b>Member-at-Large/By-laws/Southeast Region</b>	<b>Clair Millet</b>	<b>x</b>	
<b>Communication</b>	<b>Karen O'Brien</b>		
<b>PH Policy</b>	<b>Diana McMaster Xenobia Harris</b>	<b>x</b>	
<b>PH Preparedness</b>	<b>Juanita Graham</b>		
<b>Southeast Region</b>	<b>Sandra A. Schoenfisch</b>		
<b>Mountain West Region</b>	<b>Ramona Rusinak</b>	<b>x</b>	
<b>Northeast Region</b>	<b>Janet Morrissette</b>		<b>x</b>
<b>Northwest Region</b>	<b>Diana McMaster</b>	<b>x</b>	
<b>North Central Region</b>	<b>Julie McMahan</b>	<b>x</b>	
<b>Mid-Atlantic Region</b>	<b>Joanne Wakeham</b>		<b>x</b>

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
<b>Roll call &amp; Secretary's Report</b>	Barbara-January minutes reviewed. Clair will send requested by-laws attachment. Motion to approve January minutes made, 2 <sup>nd</sup> , approved. December minutes will stand as approved.	Barbara will send January minutes to Glenda for posting when attachment received.
<b>Treasurer's Report</b>  <ul style="list-style-type: none"> <li>• <b>NOA Issue</b></li> </ul>	<p>Rhonda—current reports sent to Executive Committee. Balance ~\$100,000 in savings and checking accounts. All revenues are dues, and remaining government funds are carryover from CDC. Income statement is slightly different, since Rhonda pulled out everything that wasn't "general funds." Mary Pat has not been paid for about 80 hours.</p> <p>Discussion focused on suggestions for monthly costs changes; changes in contracts; membership in NOA; potential funding sources.</p> <p>Motion made, 2<sup>nd</sup>, and approved for Michelle to draft a cover letter to NOA for Teresa's signature that states ASTDN's organizational reasons for submitting dues at last year's rate of \$500.</p> <p>Motion made, 2<sup>nd</sup> and approved to acknowledge Mary Pat's unreimbursed work and send her \$2500.</p>	<p>Michelle will review contractor hours and activities and propose budget modifications to board.</p> <p>Michelle to draft the letter for Teresa's signature.</p> <p>Michelle will draft the acknowledgement letter for Mary Pat and include the check from Rhonda.</p>
<b>President's Report –</b> <ul style="list-style-type: none"> <li>• <b>How is everyone doing?</b></li> <li>• <b>Management Committee Update</b></li> <li>• <b>Stimulus Package Update</b></li> <li>• <b>CA Local Nursing Directors Group</b></li> </ul>	<p>Teresa Stressful period in state government.</p> <p>Teresa requested a call to get some type of organized feedback, info, influence re. stimulus package and CDC.</p> <p>See Teresa's e-mails</p> <p>In-person meeting cancelled and rescheduled as a "virtual" meeting. Teresa will attend.</p>	
<b>Executive Director</b>	Michelle	

<p><b>Report</b></p> <ul style="list-style-type: none"> <li>• <b>Trip to DC</b></li> <li>• <b>Work with ASTHO</b></li> <li>• <b>Affiliate Council Update</b></li> </ul>	<p>March 3 meeting with HRSA Director of the Division of Nursing and others — Suggested topics for discussion with HRSA include: health departments (not just community health centers) eligibility for primary care funding, public health scholarships, public health and nursing workforce issues, and leadership education. Michelle has not heard from ASTHO contact. See Executive Director report for additional details.</p>	<p>Teresa will f/u with Sharon Moffitt.</p>
<p><b>Committee Reports</b></p> <ul style="list-style-type: none"> <li>• <b>Membership</b></li> <li>• <b>Program</b></li> <li>• <b>Public Health Policy</b></li> </ul>	<p>Tom—conf. call planned with Michelle and Janet to review membership records.</p> <p>Glynnis—everything is posted on-line for annual meeting registration. Current budget sent to board. Everything falling into place. Get ready for OK!</p> <p>Diana M.—(see E-mail from Diana M.) requested guidance from Exec. Committee on determining how much Public Policy Committee agreement is needed to make a recommendation to the Executive Board.</p> <p>Toolkit work group—next meeting March 5 for report to committee on March 20. The “fact sheets” in the tool kit are current ASTDN policy.</p>	<p>When most of the participating committee members are in agreement, then the recommendation will be made to Exec. Board.</p> <p>Plan to send draft document to Michelle by March 20.</p>

<p><b>Unfinished Business</b></p> <ul style="list-style-type: none"> <li>• <b>By-Laws discussion</b></li> <li>• <b>NNNO discussions</b></li> </ul>	<p>Clair has received the strikethrough copy from Janet.</p> <p>Teresa and Michelle had conference call with NNNO, and asked them accept that ASTDN disagrees with NNNO and asks NNNO to expect no further discussion from ASTDN on the issue. It was pointed out that this issue is not our primary concern, and yet we as an organization have spent a great deal of time on it. We agreed to celebrate those areas where we were in agreement and discontinue additional discussion.</p>	<p>Teresa will send an alert about upcoming vote, and poll members about interest in a pre-vote conference call.</p>
<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>• <b>PHAB Draft Standards Review Process</b></li> <li>• <b>Trip to Atlanta</b></li> </ul>	<p>Need membership discussion. Joy Reed will lead a conference call.</p>	<p>Julie will attend the call and draft response to send to Teresa. Teresa will send a message to membership with date, time info of discussion, and ask for volunteers to work with Julie.</p>
<p><b>Meeting Schedule</b></p>	<p>March 20, 2009 @ 2PM Eastern</p>	
<p><b>Adjournment</b></p>	<p>3:35 EST.</p>	