

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

Meeting convened @ 2:05 PM MSDT by Teresa Garrett

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

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
Roll call & Secretary's Report	Barbara —approve Feb & Mar minutes in Apr.	Barbara to call Michelle to fill-in-the-blanks on Feb minutes.
Treasurer's Report	Rhonda —reviewed financial statements sent to group. Dues continue to come in. Negative balance in operating account due to items still in progress. Treasurer's report approved.	
President's Report – <ul style="list-style-type: none"> • CA Local Nursing Directors Group 	Teresa —discussed importance of a State PH Nursing Director at the CA meeting (web conference). CA has an unfunded position. They are working on next steps: what do we want, need, and why. Stay tuned to their progress, as it should be good info for this group. Possible presentation at next year's meeting?	Teresa will continue to keep us updated.
Executive Director Report <ul style="list-style-type: none"> • Trip to DC! • Work with ASTHO • Affiliate Council Update • Financial Update 	Michelle — DC -good meeting with HRSA: see ED report. No RFPs until after Aug 09, but training opportunities in the meantime. They see ASTDN as a partner and PH as a priority. ASTHO -asked by CDC, as a partner, to respond to changes at CDC since 2000; focus on organizational change for improvement. ASTHO is gathering info from ASTDN as an affiliate. Response was completed by Michelle and sent to Teresa for approval. Our response spoke to the fact that we do not have a specific contact or place in CDC, even though PHNs are the largest part of the PH workforce. Affiliate Council -no activity. Financial Update —see report sent by Michelle. Little room for cutting expenditures except possibly with travel and webmaster/changes. Rhonda, Glynnis agreed. Difficult to develop a budget without knowing status of membership and dues that could result from potential changes noted in the draft By-Laws. Currently the organization has about 200 members in all categories. Ramona voiced concern on dues payments in current economic	Tom will "guesstimate" potential membership for next year. Rhonda to start on draft budget for next year.

<ul style="list-style-type: none"> • Trip to Atlanta 	<p>environment and state budget cuts. Julie stated Iowa governor’s office is not approving membership payments for the past two months. Michelle discussed advantages of larger numbers and support from outside (ex. CDC needs at least 100 members guaranteed attendance). Suggestion made to include travel to meetings such as ASTDN Annual Meeting in grant applications. Rhonda suggested setting \$50,000 left in account as the time to revisit this issue. General consensus to maintain current budget in the meantime.</p> <p>Trip to Atlanta- we need to visit CDC again to raise their consciousness about ASTDN and public health nursing.</p> <p><i>Kudos to Michelle!</i></p>	<p>Michelle, Teresa, Shirley and Diana will develop a plan for a visit later this year.</p>
<p>Committee Reports</p> <ul style="list-style-type: none"> • Membership • Program • Public Health Policy 	<p>Tom—conference call meeting scheduled for 3/14. Teresa noted it will be interesting to watch status of ASTHO membership.</p> <p>Glynnis/Diana—25 registered already! On-line registration available. Excursion included in registration fee, since we were able to get a sponsor. Should have several thousand dollars profit from the meeting. Plans going well.</p> <p>Michelle—committee has been very active and is close to finalizing the draft “Guidelines” document. It should be available for membership at the Annual Meeting.</p>	<p>Tom will report on the call.</p> <p>Glynnis and the committee to stay really busy!</p>

<p>Unfinished Business</p> <ul style="list-style-type: none"> • By-Laws discussion • PHAB Draft Standards Review Process Update 	<p>Teresa related that e-mail poll on whether to vote early or wait until the meeting, was tied 6 to 6. Group discussed advantages of waiting until next FY. New consensus is to wait for vote at annual meeting.</p> <p>Julie-5 volunteers for the committee. Apr 1 conf call scheduled with Joy @ 1-3:30 Eastern time. Let Julie know if you would like to join in. Joy sent materials for preparation for the call. Shirley met recently with K. Bender and the national committee welcomes PHN input.</p>	<p>Teresa will check with Janet as to status of the draft.</p> <p>Julie will report on the April call.</p>
<p>New Business</p> <ul style="list-style-type: none"> • ASTDN Listserv Guidelines • Nominations Committee • Regional meetings during Annual Meeting • New Member Orientation 	<p>Teresa—Glenda asked to draft listserv guidelines and sent to group. Discussion—group approved with addition of date.</p> <p>Shirley-Barbara and Glynnis volunteered to assist Shirley with recruiting candidates.</p> <p>Tom and Teresa—SE group to meet at Annual meeting to select new rep. Should we have a designated time during Annual meeting that regional reps meet in regional groupings?</p>	<p>Michelle to let Glenda know to add date to document, and then send to webmaster, and Janet (for distribution with membership packet).</p> <p>Glynnis will schedule regional group meetings for breakfast gathering on the first day of the meeting. Tables will be set up by regions to encourage connections. Tom will contact current reps with the plan.</p> <p>Glynnis and Tom will discuss. Glynnis will re-</p>

during Annual Meeting		send slides for review to Teresa, Michelle, Glynnis and Diana. Tom will contact other state reps in his region about standing in for him at the orientation session.
Meeting Schedule	April 17, 2009 @ 2PM Eastern	
Adjournment	3:17 PM Eastern	