

**ASTDN Executive Board Meeting
Oklahoma City Renaissance Hotel
Oklahoma City, Oklahoma
Sunday, May 3, 2009 4:00 to 6:00 PM**

Attendance

Position	Name	Present	Absent	Position	Name	Present	Absent
Officers and At-Large				Regional Reps			
President	Teresa Garrett		X	Mountain West	Ramona Rusinak	X	
President-Elect (Presiding)	Diana Pistole	X		Mid-Atlantic Region	Joanne Wakeham		X
Past-President	Shirley Orr		X	Northeast Region	Janet Morrisette		X
Secretary	B. Hickok		X	Pacific West/ Public Policy Co-Chair	Diana McMaster		X
Treasurer	Rhonda Richtsmeier	X		North Central Region	Julie McMahon		X
Member-at-Large/Program & Mentoring Committees	Glynnis LaRosa	X		South Central	Clair Millet		X
Member-at-Large/Membership Committee	Tom Engle		X	Southeast Region	Sandra A. Schoenfisch	X	
Member-at-Large/By-laws	Clair Millet		X				
Committee Chairs				Staff			
Communication	Karen O'Brien	X		Executive Director	Michelle Cravetz	X	
Public Policy Workgroup Co-Chair	Zenobia Harris		X	Administrative Assistant	Janet Deveny-Edwards	X	
PH Preparedness Co-chair	Juanita Graham		X	Communications Coord.	Glenda Kelly		X
PH Preparedness Co-chair	Ann Cary		X				

Minutes

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
Welcome	President Teresa Garrett was not able to attend.	
Logistical Changes – Glynnis LaRosa and Diana Pistole	In light of the H1N1 outbreaks, there have been a number of people who could not attend. Glynnis went over logistical changes, reassigning those duties for which the previously assigned to those who could not attend. <ul style="list-style-type: none"> Glynnis and Sharon will cover the new member orientation. Diana will cover the business meeting for T. Garrett. We need to get from Teresa her changes to the mid-year meeting minutes. Michelle will verbally report and then ask for an email vote following the meeting. State gifts will be opened at the luncheon. Michelle will do a PowerPoint presentation on this past year's accomplishments/strategic plan. 	
Logistical changes – continued.	<ul style="list-style-type: none"> Sharon Fluorney will present for Tom Engle on membership. Michelle will present the By-Laws. There was a question as to whether the membership has seen the new dues amounts prior to the annual meeting. 	

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
	<ul style="list-style-type: none"> • We could have a facilitated discussion on H1N1 instead of Doris Brown's presentation as Doris could not travel.. Sandra will facilitate. • Sandra and Glynnis will work with exhibitors because John Hankins could not attend. • Sandra will do Teresa's and John's introductions. • Report on Election Results – Michelle will do. • Diana will do Recognition Luncheon. Winner of award could not attend, either. We will ask Yvonne WI rep.to accept for her. 	
Next Year's Annual Meetings	Next year's meeting is a joint meeting with ACHNE. We will ask for volunteers for now. The focus for the ASTDN will be advocacy. We will be arranging for Hill visits. The consensus was that we allow ACHNE to take the risk and to take the whole profit.	Save the Date will be sent to members and posted on the website.
Membership Dues	We can ask for a vote at the meeting. If the membership does not want to vote now, we can send it out for thirty day review and take an e-mail vote.	
Budget for Next Year	Rhonda used the old dues structure to calculate the budget. If we continue with the same expenditures, we will spend \$52K and bring in \$20K. We can do that for a year, but if we are not able to improve revenue, we will need to make changes.	
Mid-Year Meeting	The room for the mid-year meeting in Nov 2009 has been arranged through APHA. We will charge members who attend for their own dinners.	Save the Date notice will be sent to members and posted on the website.
Adjournment	We were adjourned at 5:44 PM.	

**ASTDN Annual Meeting
Oklahoma City, Oklahoma
Pre- Meeting New Member Orientation
Monday, May 04, 2009, 8:30 AM**

A **New Member Orientation** was conducted by Glynnis LaRosa and Sharon Flournoy, which was attended by 22 individuals, both new members and returning members. The orientation included history, executive officers, regional representatives and committee membership. Introductions were done. Please see the slides from the meeting packet.

**ASTDN Annual Full Membership Meeting
Oklahoma City Renaissance Hotel
Oklahoma City, Oklahoma
Monday, May 4, 2009, 9:30 AM to 3:00 PM**

Meeting convened @ 9:30 AM by ASTDN Past President Shirley Orr, standing in for President Teresa Garrett, who was unable to leave Utah due to her duties associated with the H1N1 ("swine flu") outbreak.

Position	Name	Present	Absent	Position	Name	Present	Absent
Officers and At-Large				Regional Reps			
President	Teresa Garrett		X	Mountain West	Ramona Rusinak	X	
President-Elect (Presiding)	Diana Pistole	X		Mid-Atlantic Region	Joanne Wakeham		X
Past-President	Shirley Orr	X		Northeast Region	Janet Morrisette		X
Secretary	B. Hickok		X	Pacific West/ Public Policy Co-Chair	Diana McMaster		X
Treasurer	Rhonda Richtsmeier	X		North Central Region	Julie McMahon		X
Member-at-Large/Program & Mentoring Committees	Glynnis LaRosa	X		South Central	Clair Millet		X
Member-at-Large/Membership Committee	Tom Engle		X	Southeast Region	Sandra A. Schoenfisch	X	
Member-at-Large/By-laws	Clair Millet		X				
Committee Chairs				Staff			
Communication	Karen O'Brien	X		Executive Director	Michelle Cravetz	X	
Public Policy Workgroup Co-Chair	Zenobia Harris		X	Administrative Assistant	Janet Deveny-Edwards	X	
PH Preparedness Co-chair	Juanita Graham	X		Communications Coord.	Glenda Kelly	X	
PH Preparedness Co-chair	Ann Cary		X				

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
Welcome Diana Pistole, PHND and Steve Ronck, MPH; Deputy Commissioner, Oklahoma State DOH	Diana Pistole, Chief of Public Health Nursing for the Oklahoma State Department of Health, welcomed attendees to Oklahoma City. Steve Ronck, thanked the group for choosing Oklahoma for our annual meeting. He believes PHNs are the backbone of public health and spoke of the budget issues for states and localities. He complimented the group on getting together to work on leadership issues and learn more from each other. Tonight there will be a trip to the OKC National Memorial; a group picture will be taken. Members were asked to wear their ASTDN polo for the photo.	

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
Welcome Video	Diana shared a video, "Nobody Does It Better," a present from the Oklahoma state public health nurses.	
Call to Order	Diana Pistole called the meeting to order, standing in for President Teresa Garrett, who was unable to attend. .	
Introductions	ASTDN Officers, At-Large Board members, Regional Representatives and staff were introduced.	
Roll Call of States and Territories – Diana Pistole	Diana Pistole conducted the roll call of voting, associate and alumni members from the states and territories. Official reps were present from: Alaska, Arizona, California, Kansas, Massachusetts, Michigan, Minnesota, Nebraska, Ohio, Oklahoma, Texas, Vermont and Wisconsin. Associate members were present from: Arkansas, California, Connecticut, Florida, Georgia, Mississippi, New Hampshire, and Oklahoma. Alumni members present were from: Colorado, Florida, Indiana, Minnesota, Missouri, New Mexico, New York, Oklahoma, and Wisconsin. 25 states were represented.	
Secretary's Report – Acceptance of Minutes M. Cravetz for Barbara Hickok, Secretary	Approval of minutes of the mid-year meeting was deferred until they could be reviewed.	Minutes will be sent out by e-mail.
Executive Director's Report Michelle Cravetz	See Handout – Executive Director's report. Michelle thanked the Executive Board for the privilege of serving as the organization's first Executive Director. She thanked the Board for their guidance and assistance throughout this first year. Michelle reported that it has been a great year for expanding and maintaining partnerships, especially with regard to public policy and advocacy. "We are sowing the seeds for future endeavors." Finding funds for ASTDN infrastructure has been more problematic, but not without hope. We have started planning with ACHNE for next year's annual meeting.	Margaret Haynes-Brokopp agreed to be the Annual Meeting chair; Glenda Kelly and Louise Anderson will assist on the 2010 Program Planning Committee.
Financial Report Rhonda Richtsmeier, Treasurer	<p>Please see the written report. Net income was \$28,000. As of March 1st the balance in the bank account was about \$100,000. Rhonda presented two budgets, one using last year's dues levels for the projections, the other using the new dues structures. Glynnis stated that there may be some profit from this year's annual meeting in OKC, OK.</p> <p>There were questions about the savings account. It is in an interest bearing account. It came from a partnership with CDC to outreach to local PHNs about core functions. One of the goals was also to get CDC to understand that PHNs do their programs. Some members felt we should do a teleconference on Public Health Nursing competencies.</p>	<p>We will consider charging for materials developed from now on.</p> <p>Teleconferencing will be looked at for the Nov 2009 mid-year meeting so that members that are unable to attend can participate.</p>

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
Financial - continued	<p>There was also a great deal of discussion about re-approaching CDC. We need to be clear about what it is we need. (All nurses, not just PHNs.) We should learn from what worked before.</p> <p>The budget cannot be adopted until the new dues structure is decided.</p>	<p>Diana and Michelle will attempt a visit to CDC within a few months.</p> <p>Budget adoption was deferred.</p>
<p>Inserted: Evidence-Based Public Health Linda Olson-Keller University of Minnesota</p>	<p>Linda distributed a handout on a new website she is establishing to increase evidence-based practice to practicing Public Health Nurses. She wrote and got a grant from HRSA on evidence-based practice. Champions or preceptors being created across Minnesota on evidence-based model. Her website will go live in June 2009. They are creating practice guidelines from evidence. It has a searchable database. Linda asked that people contribute their fugitive evidence. They are using the rating system from Johns Hopkins of rating for strength and quality to bring in evidence from practice. It also uses Wikis. Five experts will look at each Wiki to evaluate it. They will train participants in how to use Wikis. Experts will look at areas and be asked to write a paragraph on what people should be doing for practice guidelines. There will also be a PHN blog. Linda invited people to do a podcast.</p> <p>Linda had visiting faculty from Norway, and they are interested in forming an international council of public health nursing. Linda is organizing a group to go to Norway.</p>	<p>Members may submit their fugitive evidence to the website. They are also encouraged to submit three references.</p> <p>Anyone who is interested should speak with Linda.</p>
<p>Report on Key ASTDN Initiatives and Projects – Shirley Orr/M. Cravetz</p>	<p>Shirley and Michelle reported on progress made on strategic planning, networking and linkages, infrastructure development, membership support and key projects (Health Equity and Preparedness).</p>	<p>The new strategic plan will be posted on the website to replace the old.</p>
ASTDN Standing Committee/Workgroup Reports		
<p>Annual Meeting – Diana Pistole Glynnis LaRosa</p>	<p>Glynnis recognized the committee: Diana Pistole, Janet Deveny-Edwards, Sharon Fluornoy, John Hankins, Fran Ahern-Smith, Barbara Lay, Marilyn Hayes-Brokopp. We need to determine the location for the 2011 Annual Meeting. Glynnis encouraged members to step forward to volunteer to have the meeting in their state.</p>	<p>Ohio and Texas will look into having the meetings there.</p>
<p>Awards – D. Pistole</p>	<p>The committee received nominations, and the award will be presented.</p>	
<p>Bylaws – Michelle stood in for Clair Millet</p>	<p>Michelle stood in for Clair and presented the bylaws changes and the history of this revision. Diana called for a vote on the changes. Juanita Graham moved to accept the committee recommendations. As a committee recommendation, it did not require a second. The roll of official reps was called. The bylaws changes were unanimously accepted.</p>	<p>Bylaws will go into effect on July 1, 2009.</p>
<p>Financial Committee</p>	<p>Following the bylaws changes, there was discussion of the dues structure for the new categories as outlined in the bylaws. Because this did not receive a thirty-day review period, and because there was a great deal of input given by members, the proposal will go back to the Financial Committee, who will reformat it and send it back out for an e-mail vote.</p>	

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
Communication	Glenda discussed the efforts made to improve the communication with members, increase listserv communication, and keep the website updated.	
Environmental Issues	Tom Engle could not travel to the conference, but asked that it be announced that the Environmental Issues committee is re-convening and is looking for new members. This year ASTDN took stands on three environmental issues: clean air, transportation, and safe toys.	
History	No report.	
Membership Sharon Flournoy gave the report in place of chair, Tom Engle.	The members worked on the letters that went out to the State Health Officers. They followed-up on members that did not renew. We have 44 voting members, 22 alumni members, 140 associate members.	
Nominations	The election of officers was handled electronically this year. The results will be announced tomorrow morning. Teresa is not here to pass the gavel.	
Preparedness	No report.	
Ad Hoc Committee Reports and Other Reports		
Health Equity	The Health Equity paper, which is on the ASTDN website, continues to get attention and requests to link with other websites. Hermia Parks of Riverside County, California, has agreed to be ASTDN's representative to the new Health Equity Coalition.	
Public Policy	The Public Policy Workgroup (PPW) expanded its membership this year. A major project of the committee was to draft a Public Policy Guidebook for ASTDN members, which is being distributed for the first time at this year's annual meeting. PPW will be arranging Hill visits at next year's annual meeting in June 2010.	
Signing Up	Sign up sheets for the various committees were circulated. Diana encouraged everyone to sign on for the various committees.	See the sign-up sheets.
Adjournment	The meeting was adjourned at 3:15 PM.	
Next meeting	The announcement of new officers will occur on Wednesday. The Mid-Year Meeting will be held at APHA in Philadelphia on November 8, 2009 at the Marriott, Room 405. A dinner will be held, members will pay for their own dinners. Next year's Annual Meeting will be held with ACHNE at the Crystal City Sheraton from June 8th through 10th, 2010 . ASTDN and ACHNE members will make Hill Visits.	Diana will announce the Board conference call schedule for 2009-2010.

**ASTDN Membership Meeting
Oklahoma City Renaissance Hotel
Oklahoma City, Oklahoma
Wednesday, May 6, 2009; 8:30 AM**

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
Welcome	Diana Pistole reconvened the group.	
Announcement of Results of Elections - Michelle Cravetz standing in for Teresa Garrett	The 2009 – 2010 Executive Board is as follows (newly-elected officers are starred*): <ul style="list-style-type: none"> • President – Diana Pistole; • Past President – Teresa Garrett; • President-Elect – Clair Millet*; • Secretary – Barbara Hickok*; • Treasurer – Rhonda Richtsmeier; • Member-at-Large – John Hankins*; • Member-at-Large – Glynnis LaRosa; and • Member-at-Large – Tom Engle 	Congratulations to the 2009-2010 Executive Board.
Partner Reports		
APHA	Linda Olson Keller reported. To be a section chair you need to go to a 3-day chair-elect school. The section is working on strategic planning. She is hoping to identify fewer topics. The primary focus will be on the visibility of PH Nursing. Carol Easley is a nurse and the current president of APHA: their executive director, Dr. Georges Benjamin, is also supportive of nurses. The certification has been decided, and we are no longer recognized as CNSs. The National Council of State Boards for Nursing are now trying to regulate prescriptive privilege and only nurses who prescribe can be recognized as Advanced Practice Nurses. Linda will sit on the Quad Council for APHA, Teresa will be on it for ASTDN, as will Susan Swider from ACHNE. Quad Council will still be weighing in, however. The hotter issue is that the Masters degree is going away in favor of the DNP. What does this mean to the practitioners who do not prescribe and don't want to? Linda researched and only found 11 schools where a BSN can study to get a DNP in public health nursing. This is going to direct people to the MPH track. There are 3 million RNs and 50,000 PHNs. We need visibility and to be counted. We can't be victims to the unintended consequences of some of these decisions. We need to answer the question on what the skill set is that the PHN executive should be and what are the best pathways for the nurse to get there?	

TOPIC	DISCUSSION	FOLLOW-UP ACTIONS
ACHNE	Sue Swider presented their Board of Directors, mission, vision, values, organizational goals, and current activities. Their priorities include increasing diversity in faculty, compiling innovative strategies for PHN education, collaboration for partners in delineation of contribution of PHNs to PH. Activities include: ANCC specialty certification; policy statements; annual Institute in Chicago in '09, Washington in '10; Diversity Task Force; BSN Essentials, faculty qualifications position papers; Innovative Teaching Strategies Task Force; PHN research agenda. She underscored the need to work together and to work with Quad Council.	Sue encouraged people to take the certification exam now. We need to get our numbers up.
CDC	Judy Gibson has sent her greetings for National Nurses Week and sent a link to a webpage on nurses within CDC.	
HRSA	Irene S was unable to attend this year. Refer to the previous summary.	We will ask HRSA to speak next year.
American Red Cross	ASTDN members are delighted that the American Red Cross Chief Nurse attended our meeting. She is looking for greater collaboration with state nursing directors and public health nursing.	
ASTDN Awards	The ASTDN Award honoree was Margaret Schmelzer of Wisconsin. Accepting on her behalf was Yvonne Else. (?)	