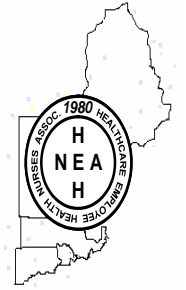


Healthcare Employee Health Nurses Association of New England
Meeting Minutes – September 25, 2019



Location: **Methuen, MA**

Speaker: **Cynthia Causbie, NBC-HWC, CCM, CWP**

Educational Topic: *Going Mediterranean-Style: It's all in the Ingredients*

Business Meeting Time: 12:46PM

Attendance: (attendance list with Nancy Clover)

TOPIC	DISCUSSION	ACTION	FOLLOW-UP Who/ When
Call to Order Minutes	Assignment of recorder duties for this meeting: Minutes of May 2019 meeting:	Janice Parker Corrected – Nancy Clover states she is not on the Education Committee.	
Report of Officers	<p>President: Julie Gallant – nothing to report</p> <p>Vice President: Nicole Busch - absent</p> <p>Directors: Elaine Frisella – absent Carol Ruggiero - absent</p> <p>Communications Officer: Janice Parker – members with unpaid dues, who wish to maintain membership, should send dues promptly to the Treasurer. According to the By-Laws, those with unpaid dues have their names removed from the membership list in September,</p> <p>Treasurer: Muriel Saliba</p> <ul style="list-style-type: none"> • Balance: \$3,269.70 • No income since last report • Expenses were the Website fee and bank paper statement fee 	<p>A link to the NECOEM webpage and the NECOEM/MAAOHN conference to be added to the HEHNA website</p> <p>Members are reminded that if their dues are not paid, they will be removed from the membership list.</p>	<p>Officers, next meeting</p> <p>J. Parker, next meeting</p> <p>M. Saliba, next meeting</p>
Report of Committees	Membership & Nominating Committee: Nicole Busch; Kim Begin; Maggie Cooke (assist from J. Parker)	None	Nicole Busch; Kim Begin; Maggie Cooke as needed

TOPIC	HEHNA Minutes - Page 2 DISCUSSION	ACTION	FOLLOW-UP Who/ When
Report of Committees (cont.)	<p><u>Planning and Education Committee:</u> Marie Hall, Maggie Cooke, (Nancy Clover)</p> <p>May Meeting: Friday, 05/01/2020 – ANNUAL MEETING Place: TBD Host: TBD Activity: TBD Topic: TBD Speaker(s): TBD</p> <p>September Meeting: Wednesday, 09/23/20 Place: Elliott Hospital Host: Muriel Saliba Topic/ Speaker(s): <i>Caring for the LGBT Patient</i></p> <p>November Meeting: Wednesday, 11/06/19 Place: Catholic Medical Center, Manchester, NH Host: Carol Ruggiero Topic/ Speakers:</p> <p>January Meeting: Wednesday, 01/22/20 , snow date – 01/29/20 Place: Portsmouth Regional Hospital, Portsmouth, NH Host: Marie Hall Topic: <u>Networking/ policy-sharing only</u></p> <p>March Meeting: Friday, 04/03/2020 Place: Community Education & Conference Center, Frisbie Memorial Hospital, Rochester, NH Host: Janice Parker Topic/ Speakers: Joint Occupational/ Employee Health Conference with NHAOHN HEHNA is responsible for venue & food service; NHAOHN is responsible for topics & speakers</p>	<p>Muriel volunteered to host this meeting and has a speaker for this topic.</p> <p>Kim Begin will follow up with Carol regarding this meeting.</p> <p>The conference center is reserved.</p>	<p>M. Hall, M. Cooke, (N. Clover)</p> <p>M. Saliba, as more information available</p> <p>C. Ruggiero, as soon as more information is available</p> <p>M. Hall, as soon as more information is available</p> <p>J. Parker, A. Mills, now and ongoing</p>

TOPIC	HEHNA Minutes - Page 3 DISCUSSION	ACTION	FOLLOW-UP Who/ When
Report of Committees (cont.)	<u>By-Laws Committee:</u> Eileen O'Donnell	Members are requested to send revision suggestions to Eileen.	E. O'Donnell, as needed. Final revisions to be presented to the membership by March 2020.
Unfinished Business	None.		
New Business	J. Parker raised the issue that HEHNA meetings are getting shorter, and the business meeting is often rushed or combined with lunch, which can be hectic. She requested that lunch be separate from the business meeting. N. Clover said that meetings were moved to after noon to allow those who wanted/ needed to work in the morning to get to the meetings. And the meetings end earlier to allow travel home with less traffic.	Members voted to keep meetings scheduled from 12:30 to 3PM.	
Adjourned	<u>01:00</u> PM		