

Healthcare Employee Health Nurses Association of New England
Meeting Minutes – November 7, 2018



Location: Tewkesbury, MA

Speaker: Bob O'Donnell (firefighter) & “Stop the Bleed” trainers

Educational Topic: *Reflections from the Boston Marathon Bombing* & “Stop the Bleed” training

Business Meeting Time: 12:30PM

Attendance: Cecelia Abucewicz, Lynn Batchelder, Kim Begin, Elise Bradley, Jo-Ellen Brodeur, Laverne Burridgern, Nicole Busch, Maggie Cahow, Lori Chabot, Nancy Clover, Brian Couture, Barbara Gentile, Lisa Hegel, Susan Kareta, Joanne Keane, Linda Lindell, Kit Manning, Susan Marston, Mary Mulder, Eileen O'Donnell, Janice Parker, Jane Powers, Regina Roberto, Carol Ruggiero, Judy Wu

TOPIC	DISCUSSION	ACTION	FOLLOW-UP Who/ When
Call to Order Minutes	Assignment of recorder duties for this meeting: Minutes of September 2018 meeting:	Mary Mulder Approved	
Report of Officers	President: Julie Gallant – nothing to report Vice President: Mary Mulder - nothing to report Directors: Elaine Frisella – absent Carol Ruggiero - nothing to report Communications Officer: Janice Parker – nothing to report Treasurer: Kit Manning <ul style="list-style-type: none"> • Balance: \$3,788.67 • Income: \$100 dues; \$70 guest fees • Expenses: \$2 monthly statement paper fee; \$13.94 monthly web site fee; • September meeting - \$704 meal, \$100 speaker fee, \$170.49 supplies • 38 current members; 7 members failed to renew • 	Members are reminded that dues are payable by May 1 st annually	Officers, next meeting
Report of Committees	Membership & Nominating Committee: S. Flynn, A. Walker, J. Parker – outgoing New members to be nominated/ assigned at this meeting Next duties: nominations for April ballot.	New members: Nicole Busch; Kim Begin; Maggie Cooke	March meeting, committee members

TOPIC	HEHNA Minutes - Page 2 DISCUSSION	ACTION	FOLLOW-UP Who/ When
Report of Committees (cont.)	<p><u>Planning and Education Committee:</u> M. Nelson, M. Center, C. Manning (N. Clover – unofficial!)</p> <p>January Meeting: Wednesday, 01/23/19 , snow date – 01/30/19 Place: Concord Hospital, Concord, NH Host: Anne Mills Topic: <u>Networking/ policy-sharing only</u></p> <p>March Meeting: Friday, 04/12/2019 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>May Meeting: Friday, 05/03/2019 – ANNUAL MEETING Place: TBD Due to change in host it was agreed to change location Host: April Damboise asked to be excused from hosting as she is not available Activity: Topic: Speaker(s): Agenda:</p> <p>September Meeting: Wednesday, 09/25 /19 Place: TBD Host: Kim Begin Topic/ Speaker(s): TBD</p> <p>November Meeting: Wednesday, 11/06/19 Place: Host: Topic/ Speakers:</p>	<p>The conference Center has been reserved.</p> <p>N. Clover, E. O'Donnell & M. Cooke will investigate alternate location.</p> <p>Members are requested to send location, speaker and topic suggestions to K. Begin.</p> <p>Members are requested to volunteer to host this meeting.</p>	<p>M. Nelson, M. Center, C. Manning, (N. Clover) next meeting</p> <p>A. Mills, as needed</p> <p>J.Parker, A. Mills, ASAP</p> <p>N. Clover, E. O'Donnell & M. Cooke ASAP</p> <p>M. Nelson, M. Center, C. Manning</p>

TOPIC	HEHNA Minutes - Page 3 DISCUSSION	ACTION	FOLLOW-UP Who/ When
Report of Committees (cont.)	<p>By-Laws Committee: Janice Parker & Eileen O'Donnell</p> <p>Proposed revisions to be presented at the March meeting.</p>	Members are asked to send proposed revisions to Committee members.	J.Parker, E. O'Donnell, next meeting
Unfinished Business	None		
New Business	None		
Adjourned	<p>_____ 1:00 _____ PM</p>		