



Michigan Association of Local Public Health Nurse Administrators Forum



Public Health

NURSE ADMINISTRATORS FORUM

Meeting Minutes

Tuesday, September 12, 2017

9:30 am - 12:30 pm

Location: MPHI, Okemos, MI

- 1. Call to Order:** The meeting was called to order by Joann Hoganson at 9:33 am.
- 2. Roll Call:** L. Letts, S. Thoma, V. Newton, Kelly (Central MI), D. Poquette, Carolyn (District #2), K. Nowicki-Compeau, J. Kelly, P. Shaull-Norman, A. Aldrich, Brenda (Kalamazoo) J. Hoganson, D. Reed, E. Brown, N. Robinson, C. Woods, A. Tabor, B. Huss, M. Martinchek, L. Hahn, J. Chittenden, S. Schryber, T. Simon, N. Greenway, L. King, K. Villalobos, J. Beeching, J. Nickert
- 3. Administrative Items**
 - A. Approval of the Agenda:** Motion by Lisa Hahn to accept the agenda as presented with support by Nicole Greenway. Motion approved.
 - B. Approval of the Minutes:** Angela Aldrich motioned to approve the August 8, 2017 minutes with support from Lisa Hahn. Motion approved.
 - C. Treasurer's Report:** Liz King had sent the August budget report to members via email. Joann summarized the report. Motion by Jane Nickert to accept the report with support from Tawnya Simon. Motion approved.
 - 1) Approval of the FY 18 budget:** Liz reviewed the FY 18 budget. The budget has remained relatively stable with the exception of the MPHA dues which is not listed this year because we didn't pay for it last year. Motion to approve FY 18 budget by Tawnya Simon with a second by Val Newton. Motion approved.
 - 2) Approval of New Application for Membership Form:** Liz edited the form to include only the most necessary information needed for membership. That will cut down on the size of the spreadsheet and would improve the process for submitting applications. Val Newton indicated that she used the fillable form and it worked well. Applications are due September 30, 2017. Joann asked if we could possibly combine the Chair's signature on the form that is sent to MALPH to make the process easier to add new members to the list serv. Voting on the form was tabled until the next meeting so the suggested changes can be made on the form. Liz will make the corrections and send it out via email
 - D. Chair's Report:** Joann Hoganson attended the MALPH meeting (via phone) on September 10, 2017.

Joann shared the issues that are pertinent to NAF

The purpose of the Nurse Administrators Forum is to enhance the health of Michigan citizens, based on our knowledge of Public Health Nursing practice, by providing effective leadership, collaboration, legislative outreach and professional mentoring for Public Health Nurse Administrators.

- Food inspections was a topic of discussion including number of food borne illnesses tracked back to a grocery store.
- Mary Cushion continues to work on the *Sustaining the Immunization Action Plan*. She will wait until December to speak with NAF when the plan is closer to implementation.
- Bob Swanson talked about the I Vaccinate campaign that will be extended into 2018 and has found that it has been impactful. Expressed his appreciation for all the public health people who showed up in support of not repealing the immunization waiver rule.
- Power to Thrive presentation that focused on health inequity related to race.

4. Old Business

- A. EMR Discussion:** Several agencies are going live with their new EMR. Deidre indicated they are going live on Monday with Netsmart.
- B. Update on letter sent to Medicaid regarding MIHP reimbursement:** Letter was submitted and acknowledgment that it was received but no response back. MALP also sent a letter supporting the letter sent by NAF.
- C. NAF Action Plan – Strategy 3 Update:** Reviewed and updated.

5. New Business

- A. Slate of Officers:** New officer slate was sent out today. Deidre is the incoming Chair. Jane is the Chair-elect and Nicole Greenway is the new secretary. Lisa Letts and Anne Young are the new members at large. Slate is posted on Dropbox. Deidre also indicated that many of the committees only have one member so if anyone is interested they should let her know.

6. Speakers

- A. Dawn Shanafelt, Michigan Department of Health and Human Services:** Dawn will send a written report to NAF
- B. Angela Medina, MDHHS Childhood Lead Poisoning Prevention Program:** Coming for the special work group after the formal NAF meeting

7. Reports

- A. NAF Committee Reports:** No committee reports but Lisa Hahn did ask members to review the Bylaws. A draft has been sent out for comment.
- B. NAF Representative Reports:**
 - 1. COMON:** Nothing to report. Next meeting is scheduled for 9/21/17.
 - 2. MPHA:** Nothing to report

C. MALPH Committee Reports:

1. **Premier Conference-** Conference will be held at Mission Point Resort, Mackinac Island on Oct 4th and Oct 5th, 2017. Sheplers is providing a discount for conference attendees.

D. MDHHS Committee Reports:

1. **CSHCS Advisory Committee:** Nothing to report
2. **Family Planning:** No meeting until October.
3. **MACI** – Sue Schryber sent talking points via email.
4. **MIHP-** Nothing to report
5. **MPHA PHN Section Academic Practice Partnership:** Nothing to report
6. **Body Art-** Nothing to report

D. Free Forum (Open Discussion):

Discussion about how health departments impacted by the Hepatitis A outbreak are providing vaccines to high-risk populations (incarcerated, homeless, etc.).

Follow-up discussion on MSA 1721 and the impact on the health department – billing for the service only up to the customary charge.

The meeting was adjourned at 12:47 pm

The next meeting is scheduled for Tuesday, October 10, 2017 from 9:30am – 12:00 noon at MPHI in Okemos.

Teleconference Number: 1.605.468.8057 Access Code: 552324#