



MAPHN Northeast Chapter Meeting

January 10, 2025

Westford Town Hall

9:00 AM-11:30 AM

Meeting Minutes

Meeting: Called to order at 9:15 am by Gail Johnson, N.E. Chapter President

Attendance: Darcy Beall, Judith Ryan, Kara Curley, Kelliann Coleman, Alicia Wakim, Martha Finn, Nicole Chauncey, Jillian Davis-Hertig, Melissa Lowry, Gail Johnson, Karen DaCampo, Alyson Roche, Amelia DiDomenico-Houghton, Elaine Silva, Nancy Bissell, and Shanyyn Toulouse.

Meeting Minutes from November 8, 2024, motion to accept made by Elaine Silva, and seconded by Amelia Houghton, all in favor of accepting the meeting minutes as written.

Treasurer's Report: Judith reported beginning balance as \$8,469.15, expenses \$50.89: chapter breakfast, \$100.00: Amazon gift card for member Mary McKenzie, and \$159.96 (including tip) for holiday luncheon at Bamboo Restaurant, Westford. Deposits since last report: \$3,025.19, ending balance \$11,168.38.

Secretary's Report: Darcy made a request for chapter members to share information on Kratom as Chelmsford is looking to create a bylaw on its sales in our town. Lowell has already created such a bylaw, and Dracut is in the process of creating one. Kratom is an unregulated OTC supplement that is often sold in convenience stores or smoke shops.

Vice President's Report: Request made to revisit the voting policies for the NE Chapter.

- Elaine Silva discussed chapter voting with the bylaws committee. The bylaws committee suggested that each chapter hold elections at the same time as the Executive Board which is at our annual conference to deliver continuity. The bylaws committee stated that by doing remote elections allows for everyone to get a chance to vote.
- President stated there may be a delay in a decision as Nicole Mello has just stepped down from her position as the MAPHN president, effective immediately. The President Elect, Tiffany Benoit is expected to be voted in as President within the next week or so, at the executive board meeting.
- President recommended that a voting poll go out to the Northeast Chapter members in March or April to vote for the upcoming vacant positions of Treasurer/and Vice President in May.

President's Report:

- Due to low attendance at our chapter meetings, we discussed providing a remote option. Gail to email the 37 NE Chapter members to see if a hybrid option would be helpful to increase availability to attend the meetings. We will use the Owl Device to trial hybrid meetings.
- The attendance sheet is current as of December 2024 for the NE Chapter members. Please reach out if you have any questions.
- Conference planning continues. Speakers have been chosen to fit the theme of **"Public Health Nursing: Navigating the New Era of Emerging Infectious Diseases."** Two slots are still vacant on our Wednesday & Thursday agendas. Work continues to find wonderful speakers to make this the best conference yet!
- President requested additional help from our members at the conference. Suggestion made to utilize MRC volunteers or nursing students to help. Members Kara Curley and Nicole Chauncey volunteered to help with various duties at the conference.

- Discussion on renting a U-Haul van to transport conference items from the storage unit in Canton to the Sheraton Wakefield Hotel & Conference Center to decrease the number of people needed to transport items pre/post conference. We will need chapter members to volunteer to help load and unload the truck before and after the conference.
- Our conference will be held on **Wednesday, May 14, & Thursday, May 15, 2025**, and it will be the last conference that the NE Chapter will be planning until 2032, so mark your calendars!

President's Report:

- The website will be updated soon! After reviewing 4 bids, the Board of Directors voted on a website design company to provide some much-needed improvements on the MAPHN website.
- Caitlin Pettengill has submitted bids for nursing software that will assist in documentation for Public Health Nurses. This software will not be mandatory, but an additional tool that would be available to PHNs.

Elaine Silva gave kudos to Judith Ryan for coming to the aid of our founding member Mary McKenzie, who was recently in the hospital. Judith provided a flu shot at her home! Mary did receive the \$100 Amazon gift card from us and is very appreciative.

We had a wonderful presentation by Julie Coco, MDPH BIDLs, about Measles, Mumps, and Pertussis. Her slides will be distributed to chapter members.

Breakfast snacks provided at today's chapter meeting from Market Basket Bakery.

Motion to adjourn made by Melissa Lowrey and seconded by Elaine Silva at 11:34 am.

Respectfully submitted by Darcy Beall, Chapter Secretary