



**2008-2009**

**BECAUSE OF YOU  
FAPHN IS 7 YRS OLD**



## OFFICIAL NOTICE

You are hereby notified of the Annual Meeting of The Florida Association of Public Health Nurses, Inc. at [enter time] on Wednesday, July 29, 2009. This meeting is scheduled for a WEBINAR presentation of the Annual Report 2008-2009 including the results of the July 2009 election of officers and any other business that may come before the Board and participating members.

# TABLE OF CONTENTS

PRESIDENT'S REPORT	Page 3
MINUTES 2007-2008 BUSINESS MEETING	Page 4-6
BOARD OF DIRECTORS 2008-2009	Page 7
SECRETARY'S ANNUAL REPORT	Page 7
FINANCIAL REPORT	Page 8-9
AWARDS and SCHOLARSHIPS	Page 10
BY-LAWS COMMITTEE REPORT	Page 11
COMMUNICATIONS COMMITTEE REPORT	Page 11
EDUCATION COMMITTEE REPORT	Page 12
HISTORIAN REPORT	Page 13
PUBLIC HEALTH NURSING LEGACY PROJECT	Page 13
MEMBERSHIP COMMITTEE REPORT	Page 14
MINI-GRANT REPORT	Page 15
NOMINATIONS SUB-COMMITTEE REPORT	Page 16
IN CONCLUSION	Page 17





## PRESIDENT'S REPORT

JUNE 30, 2009

**T**his has been a year of growth in organization and a year to test our resolve to “weather” adversity. Our Board has performed admirably and in spite of a multitude of challenges, managed to meet and to exceed expectations for providing benefits to our membership!

**A** synopsis of the year's projects include the following:

1. The Board met face-to-face and revised the organizational strategic plan to be used as a “map” for the next three years.
2. The Board applied for two grants on behalf of the organization. One grant was a substantial (\$50,000) conference support grant; neither grant was obtained. The feedback we received from the application for the National Grant is that it scored well, however the funding was limited, competition high and nation-wide. This was an indicator that we are on the right track and eventually we will succeed!
3. FAPHN partnered with the University of Florida to provide Four Regional ½ Day Contact Hour Educational Sessions. [Collier CHD, Broward CHD, Pasco CHD and Escambia CHD]
4. FAPHN's display, information packets and “ambassadors” appeared at the four regional educational sessions and also at the DOH state-wide nurse leadership conference in December 2008.
5. FAPHN Board initiated purchase of web-conferencing abilities that allow more frequent “live” contact with you..FAPHN members.
6. The FAPHN Board negotiated contact hour presentations that are available to FAPHN members via the FAPHN web site—FREE of charge to members. [<http://www.faphn.org> ]
7. The Board took steps to protect current and future Board members through the purchase of liability insurance. Though transparent to the membership, this is important for Board member participation and to further assure members of solid business practices.
8. The Board responded to another request from members by purchasing the ability to accept and process dues payment and conference registration fees from you with the desire to use a credit card.
9. The Board continued the organization's support of the Legacy Project.
10. The Board continued management and on-going support to the quarterly newsletter, scholarships, mini-grants and PHN awards.
11. The Board arranged for (in cooperation with AHEC) speaker support for the FPHA Nursing Section at their annual business meeting during the FPHA Conference. In exchange, FAPHN will avoid the exhibitor's fee and maintain a presence at the FPHA conference August 2009.

**W**e recognize that, for some of you, there is disappointment over not being afforded the opportunity to meet as an entire membership “in person” this year. We believe this decision was in the best interest of the organization and that it will help FAPHN to remain financially strong during the current fiscal challenges.

**I**certainly would like to recognize each and every Board Member for their on-going commitment and participation during this year's Board activities. We are so fortunate as an organization to have the knowledge, abilities and the passion that surrounds our existence! I'm looking forward to another great year for FAPHN and I encourage you to share your experience and expertise in a way that will assure this organization's continued growth!

*Stephanie Vick, MS, BSN, R.N*  
*P resident of FAPHN*  
*2008-2009*





**FLORIDA ASSOCIATION OF PUBLIC HEALTH NURSES, INC.**  
**2008 ANNUAL MEMBERSHIP BUSINESS MEETING**  
**JULY 29, 2008**

Meeting was called to order and all members were welcomed by Sharon Surrency, President, at 10:30 a.m.

Marie McMillan, Secretary, announced that a quorum of board members and officers was established with ten of thirteen present. 58 registrants were present of which 55 were members in good standing. A 2/3 "yes" vote would be needed to approve any motions brought to the board during this meeting, as per by-laws.

Minutes from the 2007 Annual Business Meeting were summarized by Marie McMillan, while members read the printed report from the conference notebook. Seeing no discussion, a motion was made by Kim Curry to accept the minutes as presented with a second to the motion made by Deborah Hogan. The minutes were unanimously accepted.

**Treasurer's Report**

Amalia Kane-Crawford announced that the bound 2007 - 2008 FAPHN Annual Report which each member had in their possession included the Treasurer's Financial Report. This report outlined a summary of income and expenses since inception of FAPHN as well as details of expenses and revenues for the past fiscal year. Our major source of revenue is membership dues, which is down approximately 10% from last year. FAPHN received \$5000.00 in revenue by collaborating with the Office of Public Health Nursing to assist with the Association of State and Territorial Directors of Nursing (ASTDN) Conference in Orlando this past year. However our expenses and costs are up 20%. She stated that our organization continues its maturation process, having obtained our official tax exempt status as of November 17, 2007. Since we have a 501 (c) 3 status, meaning we are a charitable organization, we can perform fund-raising activities and can accept donations. We are now prepared to provide receipts for tax purposes. In response to member requests, we are investigating the possibility of accepting credit cards payment for dues processing and registration for future conferences.

A motion[by whom?] to adopt the Treasurer's Report was made followed by a second to the motion. The motion unanimously carried with no discussion.

**Board of Directors**

Ms. Surrency recognized the support and hard work performed by the 2007 – 2008 Board members, introducing each to the general membership. She reviewed changes that occurred throughout the year relating to the resignation of the previously elected President-Elect, Cindy Studenic-Lewis and the inability of the Historian, Toni Johns, to complete her duties. Initially, Stephanie Vick was recruited and voted in by the board to assume the duties of President-Elect. Subsequently, Lillian Rivera volunteered to assume the duties of President-Elect, which the board accepted. However, soon thereafter, Ms. Rivera decided that due to pressing responsibilities in Miami-Dade county she would be unable to fulfill the duties of President for the coming year. Stephanie Vick again agreed to assume the President-Elect position and therefore, would be assuming the position of President for 2008 – 2009. Ms. Surrency announced the results of the voting for the 2008 – 2009 Board of Directors:

President-Elect: Cindy Whetsell, RN, Collier County Health Department  
 1<sup>st</sup> Vice President: Judy Nuland, RN, Collier County Health Department  
 2<sup>nd</sup> Vice President: Mary Ann McCarty, RN  
 Treasurer: Amalia Kane-Crawford, RN (Retired)  
 Secretary: Paula Schimpf, RN, Miami-Dade County Health Department  
 Board Members: Hanna Hunter, RN, Children's Medical Services, Miami  
 Cherise Martin, RN, Broward County Health Department  
 Marie McMillan, RN, Broward County Health Department

**President's Annual State of the Organization Report**

Ms. Surrency invited members to review her full report which was contained in the Annual Report. She stated that the committees worked very hard this year, many achieving much progress and great success.

## **Committee Reports**

Full Committee Reports were available for reading in Annual Report. Additional information presented:

**Annual Meeting:** Sharon Surrency recognized the committee members for their work and commitment in planning this year's outstanding conference. She also thanked the following conference underwriters: Capital Insurance Company, Equitech of Georgia, Inc., Florida Center for Nursing, Sanofi Pasteur, and University of Florida, College of Nursing.

**Education:** Kathy Mason reported that the committee met several times throughout the year analyzing the needs and priorities for the education of FAPHN members. Several recommendations and goals for 2008 – 2009 were developed – see annual committee report. Under the leadership of Dr. Barbara Little, University of Florida, and her graduate students, the selection and presentations of posters for the FAPHN conference was accomplished.

**Membership:** Marie McMillan stated that as of July 1, 2008, there were 357 active dues paying members in FAPHN. Amalia Kane-Crawford encouraged all members to promote membership in FAPHN with the co-workers by giving them a membership brochure or directing them to the FAPHN website.

**By-laws:** There were no changes to the by-laws this year.

**Nominating:** Stephanie Vick reported that the committee developed a slate of officers and board members which was presented to the membership for voting.

**Awards:** Diana Coyle thanked all Awards Committee members for this year's work. She reported that two \$500 scholarships and two awards, Public Health Nurse and Public Health Nurse Leadership will be presented at the conference luncheon. In addition, certificates of appreciation will be awarded to those agencies/organizations with 100% of their nurses enrolled as members in FAPHN (Collier, Hillsborough and Miami-Dade CHDs and the DOH Office of Public Health Nursing).



*NOTE. Winners were:*

*Scholarships: RN to BSN – Lynn Vickery, RN, Alachua CHD*

*Advanced Practice – Maria Stahl, BSN, Brevard CHD*



Dr. Nancy Tigar (left) with Past President Stephanie Vick

Bobbie Thackeray (2nd photo) with Past President Stephanie Vick.

Photos are not part of official Minutes

**Mini-grants:** Dr. Barbara Kruger, University of North Florida, led the process for selecting and recommending to the Board those proposals to be funded for 2008 – 2009. Utilizing the previously developed mini-grant evaluation criteria, 5 of the 9 proposals submitted received the highest scores and were selected. A total of \$4,400.00 will be awarded to the recipients. Two reports on last year's mini-grants were included in the Annual Report. Linda Ryan presented an overview on the Gestational Diabetes Education Project which was funded by a FAPHN mini-grant.

**Communications:** Cynthia Whetsell, Committee Chair, was unable to attend the meeting but committee report outlined several achievements: continuation of **FAPHN Voice** newsletter and FAPHN website updates; purchase of a professional display board and table covering to showcase FAPHN at area/statewide conferences; and a FAPHN display with information re: FAPHN at the annual Association of State and Territorial Directors of Nursing (ASTDN) conference in Orlando in May, 2008.

**PHN Legacy:** Kathy Mason highlighted the establishment of this committee and the progress made since it's inception in the fall of 2007. The purpose of this committee is to preserve and promote Florida's Public Health Nursing legacy. The committee worked on establishing goals and objectives; creating templates for career journey interviews and referrals for interviews; conducting interviews and investigating existing materials of historical value; and developing suggestions/goals for the 2008 - 2009 committee. Kathy stated that assistance with typing, conversion of VHS tapes to DVDs, scanning photos, and other related activities is needed. In addition, she encouraged members to refer names of public health nurses who could be interviewed or volunteer to conduct these same interviews, using the forms presented in the Annual Report.



**Position Paper Development:** This ad hoc committee was established as a result of membership interest and a motion made at last year's conference. The purpose of this committee was to identify issues significant to public health nursing in Florida. The committee presented several issues to the Board which approved the motion listed in the Annual Report. The Board took action by sending a letter expressing concern regarding misinformation specific to childhood vaccines that was being aired on the ABC network show of "*Eli Stone*."

### **Old Business**

Sharon Surrency stated that FAPHN is interested in partnering or co-sponsoring regional conferences with any CHD, CMS office or other groups that members may be involved with.

FAPHN's future is dependent upon growth of the organization. Sharon Surrency encouraged all members promote membership in FAPHN by taking membership brochures to any venue where potential member may or by directing them to the FAPHN website.

Sharon encouraged all members to consider becoming active in one of the many FAPHN committees by signing up on the circulating committee forms. Please also designate if interested in being a chairperson. She also encouraged anyone interested in assuming the duties of Historian to contact her or Stephanie Vick. (*Note: Linda Bilyeu, RN, Orange CHD, Past-President of FAPHN, has volunteered to be the FAPHN Historian*).

### **New Business/Open Membership Forum**

Linda Lacombe-Williams, Nursing Section Chair, Florida Public Health Association, invited all FAPHN members to attend Dr. Barbara Little's presentation on July 30, 2008 at 3:30 p.m. which will be followed by the FPHA Nursing Section Business meeting.

Dr. Nancy Tigar, University of Florida, announced that the MSN in Public Health program has completed its second year, going into its third. Clinical rotations and practicum are an essential part of the program. Local area CHDs/CMS offices are encouraged to consider volunteering to precept students who need these experiences. A sign-up sheet was circulated around.

Deborah Hogan announced that this is and will continue to be a very tough year, budget-wise for the state. She stated that legislators have no image of public health nurses. She encouraged all present to demonstrate our power and influence by being members of the Florida Nurses Association. She also encouraged everyone to contact their legislators to describe the work that PHNs do in their respective local areas.

Stephanie Vick announced that our first non-nurse has joined FAPHN; her daughter Kristen Vick, who is in marketing.

Next year's conference and business meeting will be held the first week of August in Palm Beach Gardens at the PGA National Resort and Spa.

Seeing no other business, a motion to adjourn the meeting was adjourned at 11:45 a.m.

Submitted by,

Marie McMillan, Secretary



Photo of Board 2007-2008: **Seated Left-right:** Bobbie Thackeray, Faye Coe, Stephanie Vick

**Standing: Left-Right:** Naomi Benton-Brown, Katherine Mason, Marie McMillan, Diana Coyle, Sharon Surrency, Nancy Tigar and Amalia Kane-Crawford

## BOARD OF DIRECTORS 2008-2009

Available Pictures presented



Stephanie Vick



Cynthia Whetsell



Mary Ann McCarty



Judith Nuland



Paula Schimpf



Amalia Kane-Crawford



Sharon Surrency



Naomi Benton-Brown



Faye Coe



Diana Coyle



Marie McMillan



Hanna Hunter



Cherise Martin

***We share the Mission and Value of FAPHN and it is our pleasure to share with you the achievements of FAPHN as it ends its sixth year and begins the 7th year. Only with your interest, support and ideas have we been able to accomplish so much. BE PROUD!***



### **Secretary's Annual Report**

*The 2008-2009 FAPHN Board of Directors convened each month from August 2008 through July 2009. Two face-to-face board meetings occurred; the first in September 2008 and the second on March 26 in Naples, Florida. The monthly meetings are regularly scheduled and held via conference calls. Minutes of all meetings are available for any member to review. You may find each annual meeting minutes on the FAPHN WEB site along with each issue of **THE FAPHN VOICE**. <http://www.faphn.org>*

*The accomplishments and challenges handled by this competent Board and participating committee members are identified and discussed in various committee reports. I invite you to review all reports. Direct questions to the Board and/ or committee members. Your concerns, thoughts and suggestions are greatly needed and appreciated!*

*The position of Secretary involves major responsibilities and intense focus on every detail of importance as identified in the Operations Manual [still in DRAFT] and in keeping with the general principles governing Directors' and Officers' in conducting the business and affairs of this organization within the law. Some of my duties, to name a few, include recording and certifying the minutes from the Board of Directors, recording the minutes from the Annual Business Meeting, Publish all notices of meetings, receive Membership Applications, maintain in current form the database of all membership, serve on the Membership committee, maintain the official records/books of FAPHN, responsible to certify the annual corporate filing with appropriate State and Federal agencies and coordinates with the Treasurer all Membership data to promote accuracy of dues payment and effective dates of membership.*

*It has been a great learning experience for me to serve in this position and I so appreciate the guidance and assistance received from this Board. Sincerely, Paula Schimpf*

**FLORIDA ASSOCIATION OF PUBLIC HEALTH NURSES, INC.**  
**TREASURER'S FINANCIAL REPORT**

**Cash Balance on Hand June 30, 2009      \$21,204.45**

**INCOME: Membership Dues:**

**Fiscal Year 2008-2009      \$12,972**

Fiscal Year 2007-2008      \$12,600  
 Fiscal Year 2006-2007      \$13,995  
 Fiscal Year 2005-2006      \$ 7,920  
 Fiscal Year 2004-2005      \$ 4,600  
 Fiscal Year 2003-2004      \$ 7,700  
 Fiscal Year 2002 (Dec)      \$ 100

**EXPENSES**

**\$23,757**

\$15,680  
 \$12,627  
 \$14,266  
 \$ 7,640  
 \$ 5,423  
 \$ 15

Statement of Income and Expense July 2008 through June 2009

**INCOME**

Membership Dues	\$12,972.00	
Contributed Support	\$ 350.00	Virtual Merchant Promo Refund
Special Events	\$ 1,227.70	
Earned Income	<u>\$ 1,111.00</u>	
<b>Total Income:</b>	<b>\$15,660.70</b>	

**EXPENSES**

Conferences & Meetings	\$ 6,793.72	
Grants & Contracts	\$ 4,304.92	Mini Grants
Supplies	\$ 1,053.40	Printer Ink, Envelopes, files, paper
Business Fees	\$ 1,884.45	Div Corp., VirMerchant, Liability Ins
Postage	\$ 234.72	
Professional Fees	\$ 2,845.07	Graphic Artist, Village Print Shoppe, WEB Design
WEB Design & Maintenance	\$ 997.90	WEB.COM monthly support
Telephone	\$ 3,081.39	Intercall Conf Calls
Scholarships	\$ 1,000.00	
Miscellaneous	<u>\$ 1,561.13</u>	Credit card set-up fees
<b>Total Expenses</b>	<b>\$23,756.70</b>	

Net Income/(Loss)      \$ (8,096.00)

**Other Income/Expense**

**Other Income**

Interest Received	\$ 31.18
Net Other Income	\$ 31.18

Net Income      \$ (8,064.82)



**FLORIDA ASSOCIATION OF PUBLIC HEALTH NURSES, INC.**  
**TREASURER'S FINANCIAL REPORT**

**ASSETS**

Current Assets

Certificate of Deposits	\$ 5,444.44
Cash in Bank	<u>\$21,204.45</u>
 Total Current Assets	 \$28,148.89

**LIABILITIES & EQUITY**

Equity

Retained Earnings	\$36,213.71
Net Income/(Loss)	<u>\$ (8,064.82)</u>
Total Equity	\$ 28,148.89

**TOTAL LIABILITIES & EQUITY** \$28,148.89

**ACCOMPLISHMENTS/ACTIVITIES:**

- **DONATE NOW** button is available to all who log into FAPHN WEB site. This provides an easy way to donate to FAPHN. Minimum donation permitted through this process is \$10.00. Let FAPHN be one of your favorite charities!
- **Established Executive Checking Account** in the event the Treasurer is suddenly and for long length of time unavailable to conduct FAPHN business. Account has maximum \$1,500. President and Past President are custodians of this account. Effective date 01/30/2009 Next fiscal year the President and President-Elect have custody of this account.
- **To improve efficiency** in payment to vendors, the Board voted to permit Treasurer to pay bills under \$300.00 with single signature. This improves the timeliness of paying FAPHN transactions. The former method required the Treasurer to prepare the bill, write the check, sign and forward to President or Past President for second signature. The 2nd signatory is responsible then for mailing to the business. This process worked however, it was much slower! 01/2009
- **Established** with Great American Insurance Group protection for membership dollars by insuring the dollars under a **Dishonesty Bond** processed with BB&T Insurance Services. **This is a 3 year bond in the amount of \$25,000.** Premium for 3 years is \$484.79.
- **Established Executive Protection and Employment Practices Liability** which serves to protect the FAPHN Board of Directors from THIRD Party Claims for any alleged Business Practices Wrongful Act. Policy is renewed annually. And time frame is 02/06/2009—02/06/2010.
- **Established relationship with Virtual Merchant-Elavon in March 2009.** This program facilitates FAPHN in processing any payment through the use of credit cards. The program costs \$300 annually whether used by members/vendors or not. Contact Treasurer to use this program.



## AWARDS and SCHOLARSHIP COMMITTEE 2008-2009

Committee Members: Diana Coyle, Ann Waltz, Julie Byczek, Iris Jackson, , and Sharon Surrency.

March 2009, at the face-to-face Board of Directors meeting in Naples, Florida, the FAPHN Board approved the budget for the Awards and Scholarship BENEFIT. Notice of the Awards and Scholarship criteria and applications are posted on the FAPHN WEB site once amended for the current year. Notices to FAPHN Members were sent electronically in May and June 2009 encouraging participation. Awards and Scholarships are part of the FAPHN Benefit package to members. The deadline was extended to June 30, 2009.

Once the applications and nominations are received, the Chairman verifies membership status and the applications and nominations are reviewed by committee. The committee suggests recommendations to present to the Board. All of the committee process is done via e-mail. The Board received the recommendations at the July 15, 2009 WEBINAR Board meeting. Plaques and a certificate were awarded and will be presented at the winner's place of employment by a Board of Director or Officer Of FAPHN. [Winners names not announced in this report as they will be announced during the Annual Meeting]

Two scholarships of \$500 each were awarded this year. **Penny Osborne-Dockery** receives the RN-BSN Scholarship. Penny is employed at Brevard CHD as a Senior R.N. and attends the University of Central Florida with plans to graduate in December 2009. **Joanie Cruce** receives the Advanced degree Scholarship. Joanie is employed at Taylor CHD as Community Health Nursing Director and is attending Walden University with expectations to graduate May 2011. Both winners are already tributes to Public Health Nursing and FAPHN Congratulates them for their focus and efforts on behalf of public health nursing.

FAPHN has identified the Public Health Nurse of the Year 2008-2009. Her experience, education, and professional affiliations are *on file with FAPHN*. The Board is certain FAPHN members will be equally pleased and proud with her selection as Public Health Nurse of the Year. Congratulations and this award go to **Patricia Frank, R.N.** Ms. Frank works in Region 3 with the state planning and implementation of preparedness plans

FAPHN has identified the Outstanding Public Health Nurse recipient of the Leadership Award. Her experience, education, and professional affiliations are *on file with FAPHN*. The Board is certain FAPHN members will be equally pleased and proud with her selection as Outstanding Public Health Nurse of the Leadership Award. Congratulations and this award go to **Maria Stahl, MSN, R.N.** Ms. Stahl is the Nursing Director at Brevard CHD since 2003.

The Awards and Scholarship Chair thanks the committee members and the Board and Officers of FAPHN for their diligence, hard work and assistance this year.

Submitted by Diana Coyle, M.S.,R.N. PHN Retired



## BY-LAWS COMMITTEE REPORT 2008-2009

The By-Laws Committee stands ready to assist the Executive Board and the general membership regarding questions related to the interpretation and application of the Articles of Incorporation, FAPHN's By-Laws, and other applicable rules or regulations impacting this non-profit organization.

The 2008-2009 Board of Directors discussed several areas within the existing By-Laws that, when approved by Board motion, will require revision of the By-Laws. The act of revising By-Laws requires re-filing with the State of Florida Division of Corporations and with the Internal Revenue Service (I.R.S.). The By-Laws require a complete review every two years. The Board By-Laws Committee for 2009-2010 is scheduled to perform this review as a priority of FAPHN business. All amendments as a result of the review shall be submitted by the Executive Board or By-Laws Committee or by written petition to no less than ten (10) voting members of the Association. Upon an affirmative vote of a majority of the Board of Directors, the proposed amendment (s) shall be presented to the voting members. The By-Laws last review, with changes, approved by members was in 2006.

This committee did not receive any requests for assistance by the 2008-2009 Board of Directors. The Board was directed by President Stephanie Vick to review the By-Laws and submit their areas of interest for change or modification for full Board review, discussion and action. The Board decided several of the areas related to improved operations of FAPHN and should be directed to the new Board for 2009-2010 as one of the topics of priority. The committee members 2008-2009 are Hanna Hunter, R.N., MN and Amalia Kane-Crawford, MHM, R.N., LHRM

Submitted to FAPHN Board this 29th day of June, 2009.

Chairperson: Hanna Hunter, R.N., MN  
Amalia Kane-Crawford, MHM, R.N., LHRM

## COMMUNICATIONS REPORT 2008-2009

This year the Communications Committee worked with the FAPHN Education Committee, President –Elect Cynthia Whetsell and Membership Committee to plan methods to increase and retain membership in the most cost effective manner. The combined committees undertook a trail membership and developed a survey administered to a select sampling of the FAPHN membership. Meetings were held quarterly.

The FAPHN VOICE quarterly newsletter was issued on schedule-September 2008, December 2008, March 2009, and June 2009. Editor/Publisher Amalia Kane-Crawford with support from Editor Stephanie Vick looks for articles/ information to print that will be of interest to the membership. Members are encouraged to contribute articles, letters to the Editor, comments and questions. The newsletter is the property of the members of FAPHN and its inception received Board approval.

It has been my distinct honor to serve in this capacity with a group of dedicated professionals who are committed to the ideals of Public Health Nursing.

*Mary Ann McCarty, R.N.*  
2nd Vice President

## EDUCATION COMMITTEE REPORT

### 2008-2009

Submitted by Judith Nuland, MSN, R.N



#### **Committee Members:**

Jo Ann Green, Carol Hacker, Telsa Henlon, Deborah Hogan, Iris Jackson, Dr. Barbara Little, Judith Nuland, FAPHN 1st Vice President

**M**eetings of this committee were conducted on conference calls. The plans received from the 2007-2008 Education Committee were reviewed and the 2008-2009 committee proceeded to focus on the activities identified by the previous Education Committee. The following information is the focus area developed by the 2007-2008 committee with the 2008-2009 committee added activities in support of the plans. The 2008-2009 focus areas are bulleted.

1. Develop a section of the FAPHN WEB site so FAPHN members may access information such as educational programs, events, resources and scholarly references pertinent to PHN education. **Links** to resources and programs not actually on the FAPHN WEB will be on the FAPHN WEB to facilitate the use by the member.
2. Lead the development and sponsorship of educational programs required by practicing members. This includes WEB based, audio only and in-person instruction. Regional seminars can be offered and FAPHN has sponsored such in past years.
  - 2008-2009 Committee decided to merge suggestion one with two therefore making a two in one effort.
  - Some partnering with other WEB sites. The current national recession and financial travel restrictions caused the FAPHN Board to re-think strategies for the Annual Education Conference and Business meeting. The Board cancelled the scheduled conference at PGA Spa and Resort in West Palm Beach. FAPHN Education Committee is in the process of developing portions of the planned educational conference on the FAPHN WEB. Each program will carry contact hours. Belinda McLellan, Josephine McElrath, Terry Ogilby and Judith Nuland are working on this part of the process.
3. Develop strong partnerships with faculty whose expertise is Public Health Nursing throughout the State of Florida. Committee is identifying these people. A network needs to be established that can provide support for faculty as peers with one another along with administrative and practicing PHN.
4. Strengthening the partnership with the DOH OFFICE of PHN to support and coordinate the work of education PHNs in Florida. Example: Need continuous communication with the Nurse Practice Council and subcommittees of the council: Leadership, Practice, Education and Research.

This committee has the names and e-mails etc for all of the nursing programs in the state. This will assist us in future partnerships. FAPHN supported the Nursing Development Public Health Nursing Competencies Domain 8 held in the South Western Region of the State. This program was put on by several of the members of the Department of Health Nursing Division. The program was outstanding and well received!

FAPHN supported Articulating Public Health Nursing Practice: The Intervention Wheel. Dr. Barbara Battin Little, DNP, MPH, RN is from the University of Florida. This program occurred four times: Collier County, Pasco County, Broward County, and Escambia County. Each program was well received for content and presentation.

#### **FUTURE SUGGESTIONS:**

Continue with the regional focus

Evaluate the WEB based programs for continued focus



## HISTORIAN REPORT 2008-2009

Linda Bilyeu, FAPHN Historian reports the development of a scrapbook containing The FAPHN VOICE issues from the 1st publication. Amalia delivered four boxes of FAPHN documents originally in the custody of FAPHN Secretaries to Linda in April 2009. Linda reports the plan is to scan the documents and to save on a CD for improved and safer long term storage. Any documents with original signatures will be kept in hardcopy in addition to being on the CD. "This is a big task and time consuming", according to Amalia.



Report Submitted by Linda Bilyeu, M.S.N., R.N.

## FAPHN PUBLIC HEALTH NURSING LEGACY PROJECT 2008-2009

Chairwoman Dr. Katherine Mason reports on the activities of the Legacy Project Task Force. The purpose is to preserve and promote Florida's Public Health Nursing Legacy. The Task Force presented a work plan for 2008-2009 that was continually updated through the year by its members. Dr. Mason identified major projects both completed and ongoing as follows:



1. Annals of PHN authored by Delores Wennlund. Now posted on FAPHN WEB site.
2. Career Journey of Delores Wennlund conducted by Dr. Kim Curry.
3. Career Journey of Cora Braynon –Still in progress by Marie McMillan
4. Christine Ardalan authored and shared the following documents:
  - Florida Bibliography: [Nursing, Public Health and Medicine](#)
  - [Florida Public Health and Nursing Chronology](#)
5. Steve Mason, Monroe CHD, sent photos of C.A.S.E. 1998
6. Membership on the Advisory Board for the FI Museum of Public Health and Medicine continues  
With Dr. Mason representing Florida Nurses Association.

This complete report is available to anyone with a request to FAPHN Board or on the FAPHN WEB site: <http://www.faphn.org> Click on the Legacy Project button. Committee meetings conducted via conference call in December 2008 and March 2009. Committee Members are: C. Ardalan, L. Camomilli, K. Curry, E. Edwards, R. Futtrell-Hobson, M. Ewen, M. Gayle, H. Hammond-Epstein, F. Mathews, M. McMillan, A. Phelps, A. Reyes-Perez, L. Rivera, S. Steiner, B. Thackeray, L. Hill, L. Lacombe-Williams, M.A. Loftis, P. Toomer, S. Williams, B. Wood, M. Tollefsen



## MEMBERSHIP COMMITTEE REPORT

2008-2009

Submitted by President-Elect Cynthia Whetsell, AND, R.N.

**T**he Membership Committee met once via conference call on Tuesday, December 2, 2008. The committee discussed the Board's goals for membership for the year 2008-2009. The goals involved:

- Developing a marketing plan for membership that included an incentive program
- Enlisting the assistance of sophomore and junior nursing students to recruit new members offering the students a scholarship incentive.
- Surveying the membership for their input in recruiting and retaining members.

The Membership and Communications Committees worked together on several of these goals.

**A** survey was developed using Survey Monkey, sent randomly to 100 members and 30 of the 100 members responded to the survey. Ninety-three percent of the respondents said they would consider free online contact hours as a valuable membership benefit. Fifty Percent or 15 people said they planned to attend the annual conference and 42 percent responded that their employer would not support their attendance in any way. This was considered when planning the Annual Meeting and trying to decide if it was feasible to have the annual conference. Seventy-seven percent found the quarterly newsletter beneficial; sixty-seven percent said it would be easier for them to renew their dues with a credit card. It is now possible for members to renew membership with a credit card.

**T**he committee did speak to some members of academia regarding the idea of a contest for the nursing students to recruit members. There were suggestions made as to how to proceed with this but with the economic climate being as it is, this was not pursued at this time.

**F**our Regional ½ day Contact Hour Educational Sessions were offered during the year. A FAPHN Board member or members along with the FAPHN display were in attendance to market and encourage membership and answer questions about FAPHN.

**W**e are pleased to announce those State of Florida agencies/departments who demonstrate their support of their public health nurses [BEST PRACTICE] by paying the membership dues of all of the public health nurses on staff. This is 2008-2009 year.

- Collier CHD
- Miami / Dade CHD
- Hillsborough CHD
- DOH-OPHN

**A**s of July 1, 2009, FAPHN has 261 dues paying members. This is sadly a decrease of 27% from the year 2007-2008! Your continued support, faith and involvement will help FAPHN to continue to grow.

**C**ommittee Members are: L. Dayton, M. Haas, MA McCarty, P. Schimpf, L. Vickery, A. Kane-Crawford and Chairperson Cindy Whetsell.



## MINI- GRANT REPORT 2008-2009

Submitted by Diana Coyle, MS, R.N.  
Amalia Kane-Crawford, MHM, R.N., LHRM

**T**he purpose of the FAPHN Mini-Grant Program is to promote Public Health Nurse Practices that impact positive health outcomes for Florida residents. This year's Committee members are:

Diana Coyle (Co-Chair), Amalia Kane-Crawford (Co-Chair), Linda Bilyeu, and Dr. Katherine Mason.

Three proposals were submitted. Each was reviewed and scored based on specific criteria. The results of the review and scoring by committee was presented to the Board on July 15, 2009. Following Board discussion and finally a vote the results are that only two of the three proposals were selected by the Board. The two selected held the highest scores from the reviews. The Board approved funding for a total of \$1,885.60.

The approved Mini-Grants are: **A SPECIAL G.I.F.T. FOR ALL-Hillsborough CHD and PET SHELTER-ING SUPPORT-Pasco CHD.** May 2010, the Board expects to receive the final results of each project. Each applicant will receive an acceptance letter accompanied with the 1st payment from FAPHN after the Annual Meeting. The second payment occurs in January 2010. The Mini-Grant application and instructions are available on the FAPHN WEB: <http://www.faphn.org>

The Mini-Grants approved by the 2007-2008 Board have submitted their final reports on each approved project. These reports are available to you on the FAPHN WEB. Five proposals out of nine were approved and are reporting as required. The Board encourages all members to use the WEB site. Be sure to read the results of these Mini-Grants. Scoring form used by reviewers follows.

Grant	Title		
Criteria	Description	Score (0-4)	Reviewer comments (please include strengths and weaknesses)
Potential Impact	Description of the need/problem/concerns reflect important public health issues Need is supported by data / literature Target audience, # person is appropriate Potential for impact on community/population Activities are appropriate for addressing the need of the target audience		
Project Feasibility	Feasibility of activities Feasibility of time line Feasibility of budget Feasibility of completion		
Budget Feasibility	Items are appropriate for the project Items are appropriate for funding by FAPHN Cost is reasonable		
Collaboration	Strength & expanse of community partnerships (Who is involved? How are they involved?)		
Potential for Leverage and Sustainability	Plan for sustainability is clear and feasible		
Quality of evaluation plan	Objectives are measurable Evaluation measures are appropriate Evaluation methods are appropriate		
<b>Total Points</b>			



## NOMINATING SUB-COMMITTEE REPORT

2008-2009

Submitted by Sharon Surrency, MPH, BSN, R.N.

The Nominating Committee for 2008-2009 consisted of Past President Sharon Surrency, Faye Coe, and Paula Schimpf. This committee received excellent support from the Board and the membership in terms of nominations and volunteers. A special thank you to the committee members for their efforts in creating this slate of candidates.

A ballot was prepared and ready for distribution on July 3, 2009 primarily via e-mail. Some members do not have e-mail that would accept e-mail from FAPHN so once notified of an undeliverable situation, the ballot was mailed via the US Postal Service. Members were encouraged to vote either using the e-mail process or by mailing to the FAPHN P.O. Box. The ballots were received by Treasurer and /or a member of the Board who would forward the ballots to the Nominating Chairperson for appropriate tally. Sample of Ballot used this year follows:

President-Elect (1) (Select one Name)

Naomi Benton-Brown, BSN, R.N.

Write In:

1st Vice President (1) (Select one Name)

Kim Curry, Ph.D., ARNP

Mary Ann McCarty, R.N.

Write In:

2nd Vice President (1) (Select one Name)

Judith Nuland, MSN, R.N.

Write In:

Secretary (Select one Name)

Connie Wolfe, R.N.

Write In:

BOARD Members-At-Large: (3) (Select three (3) Names)

Paula Dorhout, R.N.

Ethel Edwards, MPH, BSN, R.N.

Linda Lacombe-Williams, MPH, BSN, R.N.

**Special Instructions Return Ballot by July 14, 2009**

**U.S. mail to FAPHN, Inc., P.O. Box 22994, Fort Lauderdale, Florida 33335**

**Or Return Ballot by e-mail to Treasurer Amalia Kane-Crawford at**

**[flintstonecrawford@comcast.net](mailto:flintstonecrawford@comcast.net)**

## IN CONCLUSION

**M**embers in attendance! Your 2008-2009 Board of Directors thank you so very much for taking the time to tune in on this WEBINAR for this Annual Report. Your participation is really the most important part of this process! May we remind you to call or e-mail any comments you may think of after the conclusion of this 1st try to perform in the 21st century using the improved technology! ***Our primary focus is communication with our members while using cost effective methods!*** Still, we want to know you are in approval and if not ***please tell us!***

**M**EMBERS! REMEMBER TO USE THE FAPHN WEB SITE!! LOTS OF INFORMATION IS ON THE SITE ALREADY AND AS AUGUST APPROACHES YOU WILL FIND MUCH MORE. <http://www.faphn.org>

**R**EMEMBER, FAPHN CAN NOW PROCESS YOUR CREDIT CARD IF THIS ALLOWS YOU EASIER PAYMENT OF DUES! Simple! Just contact FAPHN Treasurer Amalia Kane-Crawford. E-mail: [flintstonecrawford@comcast.net](mailto:flintstonecrawford@comcast.net) or (561) 634-0776.

**C**ongratulate our FAPHN scholarship recipients and FAPHN's AWARD winners!! Remember it is your/our dues commitment that supports the scholarships and awards without which FAPHN would soon disappear and financial assistance to others could not happen. FAPHN is celebrating 7 years !!! Happy Birthday to FAPHN!



***This document is produced with the endorsement of the FAPHN 2008-2009 Board of Directors. Contributors to the report are identified in each committee report. The format and construction to include all data as presented was developed and created for distribution by Amalia Kane-Crawford with assistance from Stephanie Vick.***