

Meeting Minutes - Delaware APIC Chapter 134

March 15, 2024

PRESENT: See attendees list

| Topic | Findings, Conclusions, Recommendations | Action Items/ Responsible Party |
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| 1. Meeting called to order | Meeting was called to order by Beth Richardson at 0830. | |
| 2. Membership | <p>You must be a new member of national APIC in order to join a local chapter as a voting member per national APIC bylaws. All others attending our local meeting are welcomed as guests.</p> <p>Information regarding membership is available from the APIC website, see APIC - Member Services. This link also has a template “justification letter” you can use to help persuade your employer to reimburse your membership - Justification Letter - APIC.org.</p> <p>This is our chapter’s email address: apicfirstatec@gmail.com</p> | N/A |
| 3. Review of Officers | <p>President – Beth Richardson President Elect – Carol Briody Secretary – Kathleen Hurford, VA Medical Center, Wilmington Director of the Board – Davia McKoy Treasurer – Jeanne Thompson Additional Board Members – Kelly Gardner, Barb Robbins, Sam Noel, Vinny Mills, Holly Helmick, and Michelle Power</p> <p>Confirmed that Kathleen Hurford volunteered to take on the position of secretary for the chapter. No opposition.</p> | N/A |
| 4. Approval of Minutes | January 2024 meeting minutes approved as written. | All |
| 5. Treasurer’s Report | Updated report from our Treasurer was presented and accepted | Jeanne Thompson |
| 6. Reports/ Updates | Regular updates deferred given short business meeting. | |

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| 1. Old Business | <p>Meeting schedule updates:</p> <p>HAIAC dates for the remaining 2024 quarterly meetings are:</p> <ul style="list-style-type: none"> • June 26, 2024 • September 18, 2024 • December 11, 2024 <p>APIC Chapter 134 Remaining 2024 meeting dates are:</p> <ul style="list-style-type: none"> • Wednesday, May 15, 2024 – full meeting, 0930 to 12 noon, Location: Delaware Hospital for the Chronically Ill (DHCI), 100 Sunnyside Road, Smyrna DE 19977 • Wednesday, July 17, 2024 - full meeting, 0930 to 12 noon, Location: DHCI, 100 Sunnyside Road, Smyrna DE 19977 • Wednesday, September 18, 2024 – short meeting prior to HAIAC, 0830 to 0920, Location: Edgehill Training Room, Dover • Wednesday November 13, 2024 - full meeting, DHCI, 0930 to 12 noon, Location: 100 Sunnyside Road, Smyrna DE 19977 <p>In person and virtual options via TEAMS will be available.</p> <p>Thank you to Davia McKoy and our DPH partners for their support!</p> <p>Increasing Media Presence/Outreach</p> <ul style="list-style-type: none"> • An APIC flyer has been posted in the DHHS Providers newsletter that is managed by DPH’s IDPC program – see Delaware Public Health Infectious Disease Prevention and Control (IDPC) Provider Newsletter • To subscribe or reach out - contact Abigail Haycraft Abigail.Haycraft@delaware.gov | |
| 2. New Business/Open Discussion | <p>Upcoming DE DPH - Epichat hosted by our One Health Program Kathy Jo Robbins KathyJo.Robbins@delaware.gov</p> <p>To receive Epichat notifications, contact Reportdisease@delaware.gov</p> <p>Upcoming programs:</p> <p>March 21st Noon</p> <ol style="list-style-type: none"> Lyme disease’s epidemiology, geographic distribution, clinical presentation, diagnosis, and treatment Tick prevention and control | All |

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| | <ul style="list-style-type: none"> Approved – stipend to cover registration for APIC national conference – interested individuals should contact Beth Richardson. | |
| 3. Adjournment | Meeting adjourned at 09:21 | |

Respectfully submitted by Beth Richardson