



**New Hampshire  
School Nurses' Association**  
Leading ~ Advocating ~ Educating

**New Hampshire School Nurses Association  
Board Meeting Minutes**

**DATE: October 16, 2025      Start: 4:30PM      End: 6:32 PM**

Executive Board Members	Committees
<input checked="" type="checkbox"/> Pamela DiNapoli, President <input type="checkbox"/> Laurie Fleming, Past-President <input checked="" type="checkbox"/> Meg Jenkins, NASN Director <input checked="" type="checkbox"/> Anna Cook, Secretary <input checked="" type="checkbox"/> Pam Clay-Storm, Treasurer <input checked="" type="checkbox"/> Charlene McCarron, Member at Large <input checked="" type="checkbox"/> Colleen Roy, Member at Large	<input type="checkbox"/> Martha Judson, Continuing Ed <input checked="" type="checkbox"/> Lisa Mantz, Continuing Ed <input checked="" type="checkbox"/> Jeanamarie Lopez-Carrasco, Continuing Ed <input type="checkbox"/> Lynne Butler, Scholarships- couldn't get into the meeting <input type="checkbox"/> Heather Ann LaBier, Hospitality/Sunshine <input checked="" type="checkbox"/> Sharon Gamache, Legislation <input type="checkbox"/> Emily LaJoie, Rep to CYCC
Staff and Guests <input checked="" type="checkbox"/> Paula MacKinnon, Webmaster <input checked="" type="checkbox"/> Nancy Wells, Executive Administrator <input checked="" type="checkbox"/> Linda Compton, Past Board Member	

## **Key takeaways**

The NHSNA Board discussed unification updates with NASN, with completion expected soon

- Domain and email issues were reported, with Homestead resetting settings causing email disruptions
- Continuing education webinar schedule for 2024-2025 was finalized with topics and speakers
- The board discussed the new Neffy legislation and diabetic toolkit from DOE, raising questions about implementation

- Field trip medication protocols were debated, particularly regarding stock EpiPens and delegation
- Spring Conference is scheduled for April 11, 2025 at Grappone Center with the theme "School Nurses Leveraging Access to Health Care"
- Board meeting start times were changed to 4:30 PM

## Discussed topics:

**Secretary Report:** Minutes from August & September motion to approve and accept minutes: motion made by Pamela Clay-Storm 2nd by Jeanna Lopez-Carrasco- all in favor!

### Treasurer's Report:

Pamela provided updates on bank balances, financial matters and insurance.

- **Checking Balance: \$42,041.23**
- **Savings Balance: \$10,361.33**
  - **Pamela:** Met with H&R Block who will handle taxes for approximately \$400, which is much less expensive than previous options
  - **Pamela:** Cincinnati Insurance is re-evaluating policies but has been slow to provide a quote; current coverage should be good until the end of the month
  - **Pamela:** Suggested replacing AffiniPay with QuickBooks payment processing which would be less expensive and automatically populate payment information
  - **Paula:** Will check if JotForms is compatible with QuickBooks payment processing
  - **Pamela:** Raised question about NASN dues of \$100 and whether they're separate from unification fees
  - **Meg:** Offered to contact Janelle at NASN for clarification

### Legislative Update

Pam provided information on current legislative activities.

- **Details**
  - **Pam:** The filing period for LSRs (Legislative Service Requests) has closed with approximately 1,400 LSRs filed
  - **Pam:** There are 5 specific vaccine bills being proposed, including eliminating required vaccines and religious exemption notifications
  - **Pam:** The certification bill from last year was retained in Senate Education Committee and will likely die, keeping the old certification language in effect
  - **Nancy:** Warned about Free Staters pushing to dismantle school districts and convert public schools to charter schools
  - **Pam:** Mentioned bills to mandate recess for K-8 and prevent using recess denial as punishment

- **Linda:** Raised concerns about the Board of Nursing's stance on scope of practice advisories, questioning why they defer to employers
- **Paula:** Suggested reintroducing legislation for a school nurse coordinator position next year

## Unification Update

Paula provided an update on the unification process with NASN.

- **Details**
  - **Paula:** Though promised for October 1st, the unification is not yet complete but should be finalized soon
  - **Paula:** Some members' expiration dates have been automatically extended from October 31st to November 31st
  - **Paula:** NASN has requested a link between bank accounts and will send weekly reports on new members
  - **Paula:** Starting November 1st, they will work on switching over Wild Apricot

## Domain and Email Issues

Paula explained technical issues affecting the organization's website and email.

- **Details**
  - **Paula:** Homestead (domain provider) reset settings to default at the end of September
  - **Paula:** The domain no longer redirects to Wild Apricot; members must use [NHSNA.wildapricot.org](http://NHSNA.wildapricot.org) directly
  - **Paula:** All email addresses using the domain (president@, administrator@, etc.) no longer work
  - **Paula:** Attempting to transfer the domain to Network Solutions but facing delays from Homestead
  - **Paula:** Temporary solution is to use NewHampshireSchoolnurses@gmail.com

## Neffy Legislation and Implementation

The board discussed the new legislation regarding emergency epinephrine.

- **Details**
  - **Pam:** Raised concerns about schools claiming they don't have "bandwidth" to stock epinephrine despite the law requiring it
  - **Jeana:** Shared an incident where a school nurse used emergency epinephrine but didn't call 911, which raised liability concerns
  - **Pamela:** Questioned whether stock epinephrine should go on field trips, noting it would leave the school without coverage
  - **Paula:** Noted the law now allows using one child's EpiPen on another child in emergencies
  - **Multiple members:** Expressed concerns about the ethics and logistics of using one student's medication for another
- **Conclusion**

- The board agreed this topic needs further discussion and possibly a policy statement or advisory
- Field trip medication protocols should be discussed at a future meeting

## DOE Diabetic Toolkit

The board discussed a new diabetic toolkit from the Department of Education.

- **Details**
  - **Anna:** Superintendent shared the toolkit with nurses, intended for parent education
  - **Charlene:** Offered to review the toolkit thoroughly
  - **Pamela:** Expressed concern about sharing DOE materials without vetting by medical experts
  - **Colleen:** Noted the toolkit was created with the Department of Health and Human Services
- **Conclusion**
  - Charlene will review the toolkit and report back
  - The board will consider discussing this with the Commissioner of Education

## Continuing Education

Anna led a discussion on the webinar schedule for the upcoming year.

- **Details**
  - **Anna:** Presented a schedule of webinars from October 2025 through May 2026
  - **October 30, 2025:** SNAP overview
  - **November 6, 2025:** Joanna Pitts on mental health toolkit
  - **December 11, 2025:** Paula on NASN navigation and Every Student Counts
  - **January 2026:** Pam DiNapoli on legislation advocacy
  - **February 12, 2026:** Meg and Colleen on immunodeficiency in schools
  - **March 12, 2026:** Wendy Wright (topic to be determined) for \$250
  - **May 12, 2026:** SNAP on Medicaid billing
  - **Paula:** Suggested most webinars be free for members but charge non-members
- **Conclusion**
  - The board will finalize fees at the October 23rd meeting
  - Anna will send out Wendy Wright's topic list for board members to vote on their preference

## Spring Conference

Colleen provided an update on the Spring Conference planning.

- **Details**
  - **Colleen:** Conference is booked for April 11, 2026 at Grappone Center
  - **Colleen:** Theme is "School Nurses Leveraging Access to Health Care"
  - **Colleen:** Speakers are lined up, including one to discuss measles and other diseases
  - **Paula:** Noted several vendors have already expressed interest
- **Conclusion**

- Pricing will be determined at the next meeting
- Registration will be built in JotForms since Wild Apricot won't be available

## St. A's Partnership

Nancy provided an update on potential partnership with St. Anselm College.

- **Details**

- **Nancy**: She and Pam are meeting with Brianna from St. A's on Monday
- **Nancy**: They will discuss financial arrangements and compare conference attendee lists
- **Nancy**: If an agreement is reached, they can start planning for Summer Essentials
- **Paula**: Expresses concerns that SNHU had already been voted on to collaborate for Essentials

## Regional Meetings

Nancy and Meg discussed plans for regional nurse meetings.

- **Details**

- **Meg**: Asked about the format and size of regional meetings
- **Nancy**: Explained they would be informal gatherings, possibly at hospitals or health departments
- **Linda**: Recalled past meetings at hospitals where attendees brought their own food
- **Meg**: Offered to check with Lakes Region or Concord Hospital about meeting space

## NASN Strategic Planning

Meg shared updates on NASN's organizational changes.

- **Details**

- **Meg**: NASN is working with the Bridger Group on a new strategic plan
- **Meg**: They're examining the organization's structure, mission, vision, and committee effectiveness
- **Meg**: NASN is considering reducing in-person board meetings to twice yearly with additional virtual meetings
- **Meg**: Several position statements have been released recently, including one on immunizations

## Challenges

- Domain and email issues continue to disrupt communication channels
- Unclear guidance from Board of Nursing on scope of practice puts school nurses in difficult positions
- Implementation of Neffy legislation raises questions about field trip protocols and liability
- Lack of clarity on whether the DOE diabetic toolkit has been properly vetted by medical experts
- Medicaid billing remains challenging for many school nurses due to district-level barriers

## Action items

- **Paula**
  - Check if JotForms is compatible with QuickBooks payment processing
  - Forward NHNA Government Affairs Zoom link to Lisa
  - Include NASN's vaccine position statement in the next newsletter
  - Change board meeting start times to 4:30 PM on the board page
  - Build Spring Conference registration in JotForms
- **Meg**
  - Contact Janelle at NASN regarding membership dues question
  - Check with Lakes Region or Concord Hospital about space for regional meetings
- **Pamela**
  - Send Paula information received from QuickBooks
  - Write check for Eddie's invoice (\$900)
- **Charlene**
  - Review the DOE diabetic toolkit thoroughly and report findings
- **Anna**
  - Send out Wendy Wright's topic list for board members to vote on their preference
  - Finalize continuing education webinar schedule
- **Nancy and Pam**
  - Meet with Brianna from St. A's on Monday regarding partnership
  - Meet with Commissioner of Education (date TBD)
- **Continuing Education Committee**
  - Meet on October 23rd at 4:30 PM to discuss webinar fees and other details