

**Town of Enfield
Community Nursing Committee
Meeting Minutes—March 20, 2024**

Time: 5:30 pm

Location: DPW Facility and via Teams

PRESENT

Community Nursing Committee: Affrille Degoma, Stephen Powell, Cynthia Loring, Sheila Bessette, Dawna Pidgeon (5:45pm), Emily Curtis

EXCUSED: Parker Hinshaw

GUEST: Amanda St. Ivany, Community Nurse

Members of the Public: Dave Beaufait

CALL TO ORDER

Affrille Degoma called the meeting to order at 5:39pm. Affrille noted that the committee was experiencing technical difficulties with the computer and were unable to connect to Teams at this time.

APPROVAL OF MINUTES— March 20, 2024

Cindy presented proposed amendments for meeting minutes for 2/7/24.

Affrille made a motion to approve the minutes as amended. Vote unanimous in favor of the motion (5-0).

BUSINESS

Email communication to avoid quorum issue

Affrille reminded members of the committee to not 'reply all' to emails distributed as this constitutes a quorum. Directly email a specific topic to members individually to avoid quorum issues. Emily will confer with the Town Manager to better understand the structuring of subcommittees regarding communication without a quorum (less than 4 individuals). Stephen would like clarification on communication within subcommittees. Emily to be made point of contact for communication to be clarified by Ed. Affrille will communicate with Ed on clarification on guidelines and ask if Chair should be notified for all communication.

Organization of committee meeting

Submitting agenda items and making them public as well as allowing time and space to address these items. Emily has done research as to how other committees have been organized.

Community Nurse presentation by Amanda St. Ivany:

1. Mobile Integrated Healthcare (MIH) defined.
2. MIH Team Members: Jeremy Thibeault (community paramedic), Rachael McMillan (community nurse), and Amanda St. Ivany (community nurse)
3. MIH Program Goals- Quadruple AIM
4. Community medical supports- differentiation of community-based services including Paramedic, Community Nurses and VNAs
5. MIH Team is communicating with Dartmouth Hitchcock
6. Data entry/REDCap: Community Nurse Connection. Paramedic will be documenting/reporting differently.
7. Community Paramedic Role, Community Nurse Role

8. Referrals not accepted-what we don't do
9. Nurse or Paramedic Referral- 18+ years old- Referral from a variety of community areas and healthcare providers, EMS-911 frequent utilization follow up, Email MIH@lebanonnh.gov with name, DOB, phone number and why they need to be seen
10. Types of CN patients- new referral, 911 follow up, complex adult, ongoing supports for vulnerable adults
11. Total Nursing Encounters, Enfield Nursing Encounters by Type
12. Enfield Program Outreach
13. Contact information for Community Nurses and Paramedics

How many hours are needed to meet community nurse needs which is still evolving.
Expectation as to how long between referral to first contact.

Finances

Emily stated corrections were made to the previously presented finances and informed the committee the revised funding total is \$65,600. Emily presented information regarding the for community nursing costs for 10 hours per week and 15 hours per week. It was noted that, if the contract remained at a 10 hour per week schedule, the 2024 & 2025 contract years are covered financially. The fundraising costs and totals would require review if more than 10 hours of nursing is recommended by the committee.

Other Business

Community Nurse Connection

Cindy presented Community Nurse Connection website information and requested a Red Cap discussion at the next meeting.

Cindy made a motion for Kristen Barnum, Executive Director of regional community nurse connection, to come present. Motion passed (6-0).

Public Comment

Dave Beaufait presented references for medical grand rounds: patient with adult maltreatment or abuse, post-hospital discharge and reviews. To discuss community references with Rachael. Right to know law with town committees.

Dave provided the follow references:

- DHMC CME Medical Grand Rounds
- Stuart Lewis, MD- Adult Maltreatment-What Can We Do- Neglect/Abuse, 1/19/2024
- Eric Pressman, MD-Connected Transitions; Leveraging Technology to Support Post- Discharge Care, 3/1/2024

Next meeting will be April 17, 5:30pm at the DPW.

Adjournment

Affrille made a motion to adjourn at 6:30pm. Emily seconded. Vote unanimous in favor of the motion (6-0)

The meeting was adjourned at 6:30pm.