

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

The meeting was held May 15, 2013, 1pm-3pm at Salem Hospital Community Health Education Center (CHEC), Salem, OR.

ATTENDEES

People who were present at the meeting:

| <i>Name</i> | <i>Name</i> |
|--------------------------------|-------------------------|
| Jean O'Connor | Tom Eversole |
| Tosha Zaback | Tom Engle |
| Katherine Bradley | Chris Kabel |
| Brian K. Johnson | Jan Wallinder |
| Josie Henderson (Staff) | |
| Kim Krull (staff) | Robb Hutson |
| Pat Crozier | Dianna Pickett |
| | |
| BY TELEPHONE | |
| Amanda Lawrence | Anna Stiefvater |
| Marti Franc | Tahroma Alligood |
| Kathleen Carlson | Marie Harvey |
| Nancy Findholt | |
| | |

APOLOGIES

People who were not present at the meeting:

| <i>Name</i> | <i>Name</i> |
|--------------------------------|------------------------|
| Torrie Fields-Bordokoff | Joe Pfeifer |
| Anna Jimenez | Ann Krier |
| Elena Andresen | Jessica Nischik |
| Lesla Dixon-Gray | Kate Moore |
| | |

KEY FINDINGS AND DECISIONS

The following key findings and decisions were made:

- An election will be held to fill two board vacancies through the end of their terms: President-Elect and Director at Large Position #7. The following nominations were accepted for President Elect: Tosha Zaback, Brian K. Johnson, Tahroma Alligood. The following nominee was named: Josie Sarah Caldwell Kahn. Nominations are closed for President-Elect but remain open for Director-At-Large Position #7 through close of business June 1st. Board members should confirm acceptance of a nomination and provide the nominees name and contact information.
- Voting for the two board position vacancies will occur via a confidential Survey Monkey Survey and will be tabulated by Josie. The results of the election will be ratified at the June Board meeting. The person with the most votes for each position will be elected.
- Motion was approved to accept the coalition endorsement process as proposed by the Policy Committee and to implement it as OPHA policy.

The following meeting actions were agreed:

| <i>Due Date</i> | <i>Action</i> | <i>Person responsible (email address)</i> |
|-----------------|---|---|
| | Circulate a copy of the Call for Abstracts to all | Kim Krull |

| | | |
|-------------------|--|-------------------|
| | Board members. | |
| 06/01/2013 | Submit nominations for Director-at-Large to Josie | All Board Members |
| 06/14/2013 | Obtain written paragraph from nominees describing their interest and qualifications to include with the ballot | Josie Henderson |
| 06/14/2013 | Create confidential Survey Monkey ballot. Circulate link and candidate statements to board members. | Josie Henderson |
| 06/21/2013 | Cast votes for vacant positions | All Board Members |
| 06/21/2014 | Count votes | Josie Henderson |

DETAILS AND BACKGROUND

Call to Order (1:00 PM) – Chris Kabel

April Board Meeting Minutes

Motion: Approve the January 2013 Board of Directors Minutes with the following corrections:

- **Change reference to “Kate Brown” to state “Kate Moore” as a member of the elections committee.**
- **Correct listed date of next board meeting as May 17, 2013.**

Motion was seconded. Minutes were approved unanimously.

Treasurer’s Report – Jan Wallinder

There have been few notable changes since the April report. Balance is up compared to this time last year. Grants have already exceeded what we anticipated in grant funds. Membership dues and individual contributions are also up for this time compared to last year. The Health Education and Nursing sections have brought in substantial funds through training and conference related fees. Payroll and speaker fees are up due to Public Health week expenses. Speaker and supplies expenses higher than originally planned, but are covered by new revenue sources.

Information was provided on our status as a 501c3 and related reporting requirements for the IRS. An extension has been filed for reporting to IRS of our finances for calendar year 2012. Regular reporting includes income, expenses, sales, administrative and program costs, lobbying related expenses, and major funding supporters among other requirements. The Auditing Committee, as identified in the by-laws, is tasked with the role of reviewing and approving any reporting to the IRS.

Motion: Moved to accept the Treasurer’s Report as presented.

Motion was Seconded. Motion passed unanimously.

Threshold for Adjusting Budget:

A discussion was held about the possible need to establish a threshold for updating the budget to reflect new income or unanticipated expenses. The discussion was tabled for future consideration.

Committee Reports:

Executive Committee –Tom Eversole

President-elect & Director at Large # 7 Vacancy

There are currently two board position vacancies due to recent resignations. Jean O’Connor has accepted a job in Atlanta and will not continue as President Elect. Vicky Brown has also submitted her resignation for the Director at Large Position #7.

The executive committee proposed putting forth a slate of candidates to Board members for election. As stated in the by-laws, the positions will be elected by the Board and the elected person will fill the vacant positions for the remainder of the term. The President-Elect position will transition through president and past president as outlined in the by-laws.

Motion: To close nominations for President –Elect and accept the following proposed nominations for election: Tosha Zaback, Brian K. Johnson, Tahroma Allgood. No other nominations will be accepted.

Motion was seconded and Approved unanimously.

Motion: That voting be conducted via confidential Survey Monkey survey and be tabulated by Josie.

Motion was seconded. Motion passed: 1 opposed, all others in approved. No abstain.

The election results will be officially accepted at June board meeting. Nominations will be open for the Director at Large position through close of business June 1st. Board of directors should send Nomination to Josie. Each candidate will be asked to provide a paragraph describing their interest and qualifications to include with the ballot. The person with the most votes for each position will be elected.

Development Committee—Katherine Bradley & Josie Henderson

Sponsorship/Exhibitor Matrix

The sponsorship solicitation matrix for the 2013 OPHA Conference was updated by the Development Committee, based upon the interests and commitments expressed by Board members at last board meeting. The matrix now identifies who will approach each sponsor. Blanks indicate that no person has been identified to approach a listed sponsor yet. If two individuals are listed for a given sponsor, they are asked to coordinate with one another and agree upon who might be in the best position to approach a potential sponsor for support. The identified fundraising goal for this year is \$50,000. Currently have commitments for \$7,000.

Accreditation Workshop Award Update:

Funded by an APHA grant, an accreditation workshop was conducted by OPHA in cooperation with CLHO on May 5 in Salem. There were 36 attendees representing approximately 20 local health departments. With the exception of some technical support assistance, work has concluded on this project.

Health Reform Advocacy Award Update:

OPHA continues to work with CHLO to implement the Health Reform Advocacy project. The work will focus on messaging and communications. Activities include hosting a webinar to share an advocacy toolkit and messaging documents to assist local health departments with Health Reform Advocacy. The toolkit will emphasize messaging to coordinated care organizations about the role of public health. The webinar is scheduled for June 5th.

Program Committee—Marie Harvey

Planning for the 2013 OPHA conference continues. A Call for abstracts went out May 7, and the closing date for submission of abstracts is June 17. Proposals are being accepted for Individual, Panel, and Posters presentations. A copy of the call for abstracts can be found on the OPHA website and was also included with today's meeting materials. Kim will circulate a new copy by email to all board members following this meeting. Board members are encouraged to circulate the announcement widely.

Abstract review will occur on July 8, 11am-2pm at Oregon State University. Any board member may participate in the review. To participate, notify Marie of your interest.

Due to commitments for another training meeting in Portland, the Oregon Environmental Health Association will not be participating as a co-host for the 2013 conference this year.

Public Health Week 2014—Josie Henderson

Josie met with the Oregon Health Authority to talk about OPHA hosting Public Health Week in 2014. OHA expressed interest in continuing to have OPHA continue in that role. The conversation will resume in August or early fall.

2013 Nursing and the Public Health's Summit—Dianna Pickett

The May 7th full day conference hosted by the Nursing Section "Nursing and the Public's Health" was well attended with approximately 140-160 people in attendance. Attendance exceeded the financial break-even point. Ideas for future action were compiled at the conference and an analysis of the ideas is in process. Results will be used to guide future action. All presentations are available on website for download. At the conference Rebecca Austin was honored as the "Nurse of the Year."

Policy Committee –Anna Steifvater & Josie Henderson

Healthy Kids, Healthy Portland Update—Josie Henderson

OPHA continues to provide support for this campaign. OPHA members have contributed to phone calling, canvassing, rallies, posting of signs, and other activities to encourage support for Fluoridation. Board members are encouraged to encourage their friends, families and colleagues to vote in support of fluoridation.

2013 Oregon Legislative Session

Thursday (5/16/13) was the revenue forecast for the next biennium. Good news—revenue is up by more than \$270 million which provides a little bit easier path for legislators to reach a budget deal this session.

Current Status of OPHA Endorsed Bills (see attachment provided with meeting materials for more information):

>*HB 2922 Affordable Health Care for all Oregon Act: **Dead – but a public hearing was held on 5/14/13.*** The bill will not move and the hearing was an informational hearing only.

>*HB 3162 Toxics Disclosure for Healthy Kids:* Voted out 7-2 with a do pass recommendation with a subsequent referral to ways and means. 5.12.13 hearing in Ways and Means Human Services Sub committee

>*SB 172 Newborn Screening for Congenital Heart Disease:* Passed Senate (28-0-2), in House Health

>*HB 3260: Relating to health care, declaring an emergency.* Passed out of house health care with a do pass recommendation, referred to Ways & Means because of fiscal. 5.14.13 public hearing held.

> *Although several of the gun reform bills passed out of the Senate Judiciary Committee, It was decided by Senator Courtney to not bring any of the bills to the Senate floor for a vote.*

>*SB 346: Limit the Capacity of Ammunition Magazines: **Dead***

>*SB 347 School Guns Bill:* Voted out of Senate Judiciary on partisan 3-2 vote. To the Senate floor.

>*SB 700: Universal Background Checks:* Voted out of Senate Judiciary on partisan 3-2 vote. To the Senate floor. (not going to get voted on)

>SB 699 A Guns-Free Capitol: Voted out of Senate Judiciary on partisan 3-2 vote. To the Senate floor. (not going to get voted on)
>SB 796: Voted out of Senate Judiciary on partisan 3-2 vote. To the Senate floor. (not going to get voted on)

>Tobacco Master Settlement Agreement (TMSA) Not a bill, but a budget item. Probably won't come up until mid/late May.

>HB2275: Cigarette Tax: **Dead**

>HB 3194: **Dead**

Coalition and endorsement join process

The policy committee developed and recommended a process for considering participation in Coalitions. The policy was summarized and discussed by the board.

Motion: to accept the proposed coalition endorsement process as proposed by the Policy Committee and implement it as OPHA policy.

Motion was Seconded. The Motion passed unanimously.

New Business, Coalition & Section Updates

APHA President-Elect Meeting:

Josie will be attending APHA President-Elect meeting next week as a representative for OPHA.

Epidemiology-Biostatistics Section Update

The section meeting will occur next week. The section is developing a section operational procedures and secession plan and has asked for examples from other sections.

Health Education and Health Promotion Section Update

The section will be hosting a June 6th training on Health Literacy. Information will be posted on the OPHA website.

3:00 - Adjourn

NEXT BOARD MEETING

The next board meeting will be held on June 21, 2013, 1pm-3pm, Salem Hospital Community Health Education Center (CHEC), Salem, OR.