

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

In Person

Phone

Not Present

Tom Engle

Alexander LaVake

Rebekah Bally

Mireille Lafont

Robina Ingram-Rich

Nadege Dubuisson

Mitch Haas

Tamara Falls

Curtis Cude

Caryn Wheeler

Samantha Shafer

Brian Johnson

Kurt Ferré

Marie Harvey

Mohamed Alyajouri

Dianna Pickett

Laura Spaulding

Marti Franc

Rob Hutson

Jenny Faith

Philip Mason

Katherine Bradley

Lindsey Adkisson

Jana Peterson-Besse

Layla Garrigues

STAFF

Jessica Nischik-Long

Kim Krull

June 21, 2017
OPHA BOARD MEETING MINUTES
1:00 – 3:00 pm
Portland State Office Building
800 NE Oregon Street, Room 221

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/790507857>
Or Telephone:
Dial: +1 646 558 8656 (US Toll) or +1 408 638 0968 (US Toll)
Meeting ID: 790 507 857

MEETING ACTIONS

<i>Due Date</i>	<i>Action</i>	<i>Person(s) responsible</i>
ASAP	*Solicit conference sponsorships with goal of having a significant number of sponsors in place by the end of June	All Board members

DETAILS AND BACKGROUND

1:00 Call to Order – Dianna Pickett

- Introductions/Roll call

1:05 June Board Meeting Minutes – Tamara Falls – Information and Adoption (vote)

*Motion to accept the minutes, second. Ayes all, motion carried

1:10 Treasurer’s Report – Brian Johnson – Information and Adoption (vote)

The treasurer’s report was submitted in writing. Attached to the end of the minutes.

*Motion to accept the Treasure’s report, second. Ayes all, motion carried.

1:15 Executive Director’s Report

- No comments or questions regarding the written report. Attached to the end of the minutes.

1:20 President’s Report – Dianna Pickett – Information and Discussion

- Board meeting dates to note:
 - November 17 – new board member orientation with regular meeting to follow, both at the NW Health Foundation
 - December 8 – All day board retreat, NW Health Foundation
- Vote on new section, Addiction Prevention Section
 - Lindsey clarified that the previous organization that this section was formed from has now transitioned to a new OPHA section

- The purpose of the Addiction Prevention Section of the Oregon Public Health Association is to act as a representative group of the health promotion and addiction prevention professionals, coalitions, and community partners in the State of Oregon. The Section advances community-based prevention throughout Oregon by focusing on five core principles: prevention best practice, leadership, professional development, community advocacy, and connectivity among prevention partners. The Section identifies the professional development and technical assistance needs of prevention professionals, and collaborates with the OHA Public Health Division to create and/or steward training, resources, and support for professionals working in the field. The Section serves as an influential voice in policy (local, state and national), programming, and funding with regard to the following prevention topics: alcohol, tobacco, marijuana, prescription drugs, illicit drugs, problem gambling, sexual health, mental health and other related community health issues.

*Motion to accept new Addiction Prevention Section, second. Ayes all, motion carried.

- Quarterly Report on Strategic Plan – accomplishments, progress, gaps, and next steps
 - Small work group is meeting to evaluate work towards strategic plan goals for 2018-2020.
 - Additional staff is needed to be able to achieve all the strategic plan goals; there is a need to decide what work can realistically be done with the current staffing
- Update from workgroup and planning timeline for 2018-2020 Strategic (STAR) Plan
 - STAR plan should be in place and ready to go by January 2018
 - At the December Board retreat, the Board will finalize strategic priorities
 - Dianna and Jessica shared examples of the New Hampshire Public Health Association’s strategic plan which includes three main goals that are in line with APHA’s goals. The New Hampshire association takes the approach of having the Board create the goals (strategic plan), however, it is the committees’ responsibility to draft the tactics used to accomplish the strategic plan goals.
 - If OPHA decides to use New Hampshire’s model, then members would be asked to join committees that would be responsible for work on the strategic plan goals. Board members were supportive of this approach.

Committee Reports:

1:50 Development Committee – Katherine Bradley – Information and Discussion

- Review making the ask
- Small group work, including a zoom group – discuss what is working, questions, concerns
- Report back to the large group
 - Themes included: difficulties due to turnover in organizations (need to connect with new person), hard to ask due to discomfort, impact of new organizational membership category (learning of \$250 option of organizational membership may be a good option), column J on sponsorship excel sheet lists the person assigned to make the ask of the organization
 - Using Zoom for those calling in worked well.

2:10 Awards Committee – Caryn Wheeler – Information and Discussion

- Awards to be given this year will be Lifetime achievement, emerging leader, and policy champion
- Awards nominations due date September 1

2:15 Nominations Committee – Sandra Bean – Information and Discussion

- Call for nominations ongoing
- Nominations and intent to run due **August 1**
- Status of ballot
- Open slots are: president elect, directors at large (2), regional representative 4 (Eastern Oregon), nominations committee (3)
 - There are two people considering the president elect position
 - Danna Drum has stepped down as a director at large leaving her seat open to be filled in October
 - There is a solid lead on a region 4 representative

2:25 Program Committee – Marie Harvey – Information and Discussion

- Abstract review was July 17, presenters will be notified in early August
- Goal is to have preliminary program available in early August
- Registration opens August 1
- Pre-conference workshop on Sunday before the conference
 - Theme of pre-conference workshop is Public Health Literacy
 - Rates for the pre-conference workshop are still being finalized
 - Maximum occupancy for the pre-conference workshop is 64
 - Kim will also add a note on the registration page encouraging organizational membership

2:35 Membership committee – Rebekah Bally – Information and Discussion

- Update on organizational memberships
 - Rebekah called into CLHO to discuss organizational membership and they agreed to join as an organizational member. Participants at the CLHO meeting expressed solid interest in becoming organizational members.
 - Several organizations have applied for organizational memberships – proving successful so far
 - Suggestion made to create template for welcome letter to go out to new committee members

2:45 New Business, Coalition & Section Updates – Dianna Pickett – Information & Discussion

Summary of Disabilities Section webinar on May 30 (tabled from June meeting)

- Webinar focused on a new tool for communities to do assessments around city/county planning and CHIP (community health improvement plan) work around meeting needs of disabled populations

3:00 – Adjourn

Upcoming Board Schedule:

- Board Meeting, Friday, August 18, 2017, 1:00-3:00pm, Northwest Health Foundation, Portland
- Board Meeting, Friday, September 15, 2017, 1:00-3:00pm, Northwest Health Foundation, Portland
- Board Meeting, Monday, October 9, 2017, 2:45-4:00pm, at the Annual Conference & Meeting in Corvallis

Other upcoming dates:

September 1 – Awards Nominations Due

October 8 – Pre-Conference Workshop

October 9-10 – OPHA Annual Conference and Meeting

November 17 – New Director Orientation immediately followed by regular board meeting

December 8 - Board Retreat, NW Health Foundation

Treasurer's report

July 14, 2017

- We continue to be better positioned this year than we were at this same time last year; however we are now dipping into our reserves and our unrestricted Net Assets are about \$8000 below the 6month reserve cap we should be maintaining. (see row 26, column F on "Balance Sheet")
- We're at about 50% of the way through the year and most expenses are at or that target in the projected budget
- Income remains below target, but should increase as conference sponsorships come in. Some of our first sponsorships and exhibit booth fees were credited in June.
- Most expenses in June were daily operations expenses (salary, phone, memberclicks etc.)
- Overall a low activity month.

Executive Director's Report

July 21, 2017

Jessica continues to consult with Jeanie Holt, Chair of the APHA Council of Affiliates, who offered additional support to a limited number of affiliates. Jeanie shared the New Hampshire Public Health Association's method for creating a strategic plan and their policy committee's tactical work plan. It seems very promising and the work group will share with the board.

Jessica, Kim and Dianna met to discuss Second Quarter progress on our current STAR plan. As we near the end of that plan and the year, it is becoming clear what we will and will not be able to accomplish from the list. Some items will move to the next STAR plan. We agreed that this is OK. We have accomplished important goals, but they took longer to solidify than we expected.

The 2016-2017 APHA Accreditation Readiness grant ended June 30. Jessica will complete the final report by the deadline, July 28. Note that it is much more involved than years past.

The Planners4Health grant will end July 31. Jessica will send final comments on the task force's recommendations for ongoing collaboration between public health and planning professionals. The draft final report is attached. Note photo on page 6 includes two OPHA board members who attended the planning and health round table discussion in Eugene.

OPHA signed onto a letter of support for House Bill 3276A, which the board voted to endorse earlier in the year. The letter was drafted by CLHO and signed by 12 other organizations. The bill ensures that insurance companies, including CCOs cannot refuse reimbursement claims for outbreak vaccinations by any provider organizations, including Oregon college and university health clinics and PH departments. Our representative to the Cleaner Air Oregon advisory committee, Diana Rohlman, PhD, attended another 8-hour committee meeting in June. The goal of the Governor's initiative was to implement a paradigm shift for our air quality regulations from technology-based standards to human-health based standards. Diana's comments, which can only be submitted in writing after the meeting, are attached. The legislature has chosen not to continue funding for the committee or the initiative.

The final draft rule will be released for committee review at the end of this month, with only a brief window for her review. She is looking for support from the board as she is representing our voice and wants to be sure she is in line with OPHA leadership. More about the initiative: <http://cleanerair.oregon.gov/> Jessica, Brian and Tamara are reviewing and revising our financial related policies.

Jessica met with Marion Ceraso, Associate Professor of Practice, College of PH and Human Sciences at OSU to discuss OPHA's advocacy work for a new class she is developing. The class is, "Communicating for Public Health Impact." We discussed bills and concepts that OPHA endorsed, background of some bills, coalitions, and possible participation in a mock legislative hearing for students to practice giving testimony.