

THE MEETING MINUTES

SEPTEMBER OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

The meeting was held at The Northwest Health Foundation on Friday, 9/20/13. The meeting started at 1:03 PM and finished at 2:58 PM.

ATTENDEES

Present at the meeting:

<i>In Person</i>	<i>By Telephone</i>
Chris Kabel	Jan Wallinder
Tom Eversole	Nancy Findholt
Brian Johnson	Torrie Fields-Bordokoff
Tom Engle	Sara Gardner-Smith
Tahroma Alligood	Pat Crozier
Lesia Dixon-Gray	Joe Pfeifer
Marti Franc	Kathleen Carlson
Diana Pickett	
Marie Harvey	
Robb Hutson	
Kate Moore	
Elena Andresen	
Anna Stiefvater	
Josie Henderson	
Kim Krull	

APOLOGIES

Not present at the meeting:

<i>Name</i>	
Katherine Bradley	Anna Jimenez
Tosha Zaback	Maggie Sullivan
Ann Krier	

KEY FINDINGS AND DECISIONS

The following key findings and decisions were made:

MEETING ACTIONS

The following meeting actions were agreed to:

<i>Due Date</i>	<i>Action</i>	<i>Person responsible (email address)</i>
10/7/2013	Moderator Volunteers	Kim Krull
10/1/2013	Josie will poll Board members to determine retreat date	Josie Henderson

Board Farewell

- Tom Eversole led the board in recognition to Chris Kabel for both his contributions as OPHA President and as a public health professional. Tom presented Chris with a plaque for meritorious service from OPHA. Chris departs for his new position in Michigan in 9 days.

Agenda Topic 1: **August Board Meeting Minutes**

- **Motion:** Approve the August 2013 Board of Directors Minutes and EC meeting minutes. Motion was seconded. Minutes were approved unanimously.

Agenda Topic 2: **Treasurer's Report**

- Jan estimates that OPHA will exceed our annual goals for membership and individual donations. Income this year is looking strong.
- OPHA may exceed expense estimates because of Memberclicks charges due to increased membership.
- Jan will do an estimate of end-of-year balances for the annual meeting to share with the membership.
- Section reps should supply budget estimates for 2014 to Jan at the annual meeting. Sections will soon move all checking accounts to the overall OPHA checking account.
- Josie mentioned that more members are opting to join and save conference registration fees, so we should plan to see less income from registration, but it should be offset by increased membership moves.

Motion: Motion to accept the Treasurer's Report as presented. Motion was seconded. Motion passed unanimously.

Agenda Topic 3: **Tobacco Master Settlement Report**

- Sara Gardner-Smith (tobacco prevention coordinator) is OPHA's representative on the Tobacco Reduction Advisory Council (TRAC).
- The committee received the budget just prior to the last meeting, so there were limited decisions taken. Five different scenarios for allocating funds is to be sent in today.
- Will meet again on Monday to review various budget scenarios.
- Increased funding to 19.4 million from 15 million.
- Strong desire for tobacco programs to have more accountability, have concrete outcomes, and to fully spend the funds.
- Sara will need guidance from the Board whether to fund local health boards or to supplement competitive funding streams (requests for proposal). \$300,000 proposed by state, but not able to answer award amount, time frame, or other details.

Discussion:

Tom Engle believes that RFPs can be time and resource-intensive and adds less value than other approaches.

CHLO's Scenario 5 is to gather any underspent funds from local governments, it would be pooled together for competitive funding afterwards. Underspending happens due to loss of personnel, generally. There have also been fluctuations in tobacco funding, this has proved difficult to manage strategic budgets.

Brian Johnson agrees; it adds a burden to smaller local departments and can put them at a disadvantage.

Kate, from Deschutes Cty, agrees—they have a grant writer on staff, so they are at an advantage compared to local departments.

Sara will be sure to echo the Board's concerns on the competitive funding process.

Agenda Topic 4: **Communications and Policy Chair Update**

- Robb is stepping in for Lesa Dixon-Gray as Communications Committee Chair. Lesa set Robb as OPHA administrator for LinkedIn, Tom Engle must do the same for Robb on Facebook.
- A vote to change the bylaws will take place at the annual meeting. Josie mentioned that the membership might be skeptical to change because of the concern of dues being raised. However, having the dues specifically listed in bylaws doesn't allow us to raise corporate memberships. Torrie will present the reasoning to the membership at this year's conference.

Agenda Topic 5: **Election Committee** Marti Franc: Ballots have gone out to members (must go out 30 days before). Members must return by September 30. Marti and two non-Board OPHA members will count the votes cast at the meeting and tabulate the total votes.

- Josie hopes that by next year, OPHA can request that the membership adjust the bylaws to allow for electronic ballots.

Agenda Topic 6: **Development Committee**

- We exceeded our \$50,000 goal by \$500 to date. ONA made the last contribution. More sponsors might still contribute.

Agenda Topic 7: **Awards Committee**

- There were multiple nominations for each category (Lifetime, Policy, Emerging Leader).
- Nominees do not need to be members or involvement in OPHA.
- Involvement in OPHA might be a consideration in future scoring, if the committee and board make the decision to add this criterion.

Agenda Topic 7: **Program Committee**

- The conference program is posted to the site, and is a fairly final draft.
- Moderators are needed for topic discussion. A request went to Board members recently; ideally we will sign up by 9/27 to allow for more people to be found.
- 309 registrations to date. Marie anticipates about 500 attendees.
- 3 minute section chair presentations to memberships prior to the general session.
- Each section will have a ½ table space throughout the conference.
- The Twitter hashtag is #OPHA13 for this year's conference; add to program, general session slide. Twitter contest with an iPad gift.
- \$9 donation for iPad, members can donate on the OPHA website and send a note to Kim or Josie.
- Title: "Rebuilding America's Middle Class: The role that public health plays" Senator Merkley
- Tom Eversole, press release. Marie, OPHA will release our own press release to key media figures. Send list of media outlets to Marie. Tom: OPB willing to cover?
- Monday evening, 7PM dinner with Ted Schettler.

2:35 OPHI Genius Award Luncheon Attendees—Josie Henderson—Information

- Josie, Kim, Kathleen, Torrie, Pat, Tahroma, Lesa, Ann S.

2:40 APHA Meeting—Josie Henderson—Information & Discussion

People attending:

- Josie, Tom Engle
- Kathleen Carlson
- Marie Harvey (will share OSU display space)
- Joe

2:45 Upcoming Board Schedule—Tom Eversole—Information

- Board Meeting, Monday October 14, 2:45pm-4pm, LaSells Stewart Center, Corvallis
- Annual Business Meeting, Tuesday, October 15 12-1:30pm, LaSells Ballroom, Corvallis
- New Board Member Orientation, Friday, November 15 11:30am – 1:00pm
- Board Meeting, Friday, November 15, 1:00-3:00pm, NW Health Foundation, Portland
- Board Retreat, Thursday, December 5, 9am – 4pm, location TBD

2:50 New Business

- Discussion: Board Retreat. What do we want to see?
- State of Public Health in Oregon
- Orient one another to each other's private roles and public health efforts.
- Refresh/review strategic plan? Now that we're established, what is our future vision and public image?
- Legislative Visit Day: 2/20/14 Capacity 80.
- Jessica Nischik 9/11

2:58 - Adjourn

Adjourn.

NEXT BOARD MEETING

The next board meeting will be Monday October 14, from 2:45 PM to 4:00 PM, LaSells Stewart Center, Corvallis