

•

**Oregon Public Health Association Board of Directors Meeting
August 17, 2012
Northwest Health Foundation, Bamboo Room, Portland, Oregon**

Call to Order: Chris Kabel called the meeting to order at 1:10 PM

Introductions: Of attendees present and on the telephone.

Attendees:

[at NWHF] Charlie Fautin Chris Kabel Tom Eversole Tom Engle
Renee Hackenmiller-Paradis Lesa Dixon-Gray Carla Waring Kim Krull
Amanda Lawrence Jessica Nischik Torrie Fields-Bordokoff
Robina Ingram-Rich
[on telephone] Viki Brown Marie Harvey Patricia Crozier
Anna Jimenez Kathleen Carlson Allyssa Lovett David Brown

July Board Meeting Minutes: Edits to the minutes were provided. Charlie Fautin moved that the minutes of the July Board meeting be approved with the additions and corrections. Lesa Dixon-Gray seconded the motion and the motion was approved.

Treasurer's Report - presented by Chris Kabel:

Nothing is out of the ordinary with the OPHA budget. The actual budget is roughly in line with the planned budget.

Questions from Tom Engle:

1. If a section should choose to apply for a grant, does it need to check with the board first?
2. If a section is awarded monies from a grant, how much goes to OPHA to manage the grant?

Answers from Chris Kabel:

1. Yes.
2. There is not policy for how much money from a grant award should go to OPHA for management. This issue should be referred to Jan Wallinder.

COMMITTEE REPORTS

Awards Committee - Alissa Leavitt.

It is time to recognize and nominate honorees. The documents to nominate honorees were sent to the Board of Directors in the email for this meeting, including the criteria. Categories of recognition include Lifetime Achievement, Policy Champion and Emerging Leader.

The announcement for nominations is also on the website and by email to the member list serve. Nominate your colleagues

Request: Need two reviewers of the nominations. The decisions are due September 17 in order for the gift to be selected one week before the conference. The volunteers to review are Tom Engle, Renee Hackenmiller-Paradis, Carla Waring and Marie Harvey.

Question from Lesa Dixon-Gray

How are we tracking all of the lifetime achievement, policy champions and emerging leaders?

Answer: There should be a page on the website listing all past recipients.

•

Nominations Committee Report by David Brown

The nominating committee included Heather Morrow-Almeida, Kerri Lopez, Kate Moore, Brian Johnson and others.

Tom Engle: Kathleen O'Leary will not run for office.
All candidates are OPHA members

The ballot envelopes will be stuffed on September 5 at the state office building.

Charles Fautin: There possibly is another board position that will need to be filled. There is a board member who has been absent for more than 4 meetings without an excused absence. The board member will be approached. If the board member will not continue in the position, perhaps the position can be filled during the election.

Program Committee report by Marie Harvey

- The presenters for the annual meeting have been notified that they are on a panel, doing an oral presentation or a poster. They have been asked to respond by August 21 if they are still interested to be part of the program.
- After August 21, the committee will fill the sessions and finalize the program. It will then be posted on the website.
- There can be six concurrent sessions. Four time blocks will have 6 sessions, two will have 5.
- In September, plans will be finalized.

Question from Lesa Dixon-Gray:

Q: What is the upper limit of attendees due to the number of sessions?

A: Marie Harvey: Some rooms have a maximum capacity of 50. Some sessions will be in the ballroom. Charlie Fautin: The facility is working with us.

Tom Engle: Bruce Goldberg is available for Tuesday morning, 9:00 am

Carla Waring: The Disabilities Section would like to work on speaker etiquette regarding attendees with disabilities for the speaker packets.

Marie Harvey: OPHA will not be sending out speaker packets this year.

Carla: During the 2011 conference, an attendee who was hard of hearing and had an assistive device {microphone} to allow him to hear the session. The speakers did not use his microphone.

Marie: Information will be provided to moderators, section and panel leaders on how to manage sessions.

Chris Kabel acknowledged the work of Marie Harvey for the annual meeting.

Q: from Kim Krull. What if there are late submissions for poster presentations?

A: Wait until Josie is back

Communicaation Committee report by Lesa Dixon-Gray

- Thank you for sending out on the list serve where the conference information is being posted.

- August 23rd is the day when registration will open. Ads have been sent to LinkedIn and Facebook. LinkedIn may bring in exhibitor.
- A postcard is in development
- The Tweet Lab and Twitter Contest will be held again this year. Lisa has approached Fry's for the prize. Please pass ideas for gift/awards for the contest to Lesa.
- Flu Near You - a message/query has been sent to APHA.
- Diane Lund of the Lund Report would like a press release about the conference. Her request will be sent to Marie Harvey. The press release will be coordinated with Oregon State University. OSU does a press release about the OPHA conference each year.
- Invite CCOs to the conference? They would pay full price to attend
- There are comments starting on both Facebook and LinkedIn about fluoride. Noting on Twitter. Please follow the comments and respond.

Tweet Contest Prize comments.

- Chris Kabel: The 2011 prize for the Tweet contest was a digital camera.
- Tom: Why not a membership as a prize? Emerging Leader and poster winners have won next year memberships.

Fluoridation and OPHA

- Jessica Nischik: Fluoride issue. The Healthy Environment has been approached to support fluoridation of Portland's water.
- Charlie Fautin: Check out the Fluoride Action Network as a precautionary tale.
- Sections do not take policy positions.
- Lesa Dixon-Gray: The timing of the fluoride issue is diluting/shifting the conversation and messaging from the OPHA conference.
- One page fact sheets from Everyone Deserves Healthy Teeth Coalition are available.

Development committee report by Chris Kabel

The templates for "asks" have been built and used the remaining monies of the Metropolitan Group grant funds.

Obtaining sponsorships for conferences are over but it is always time to solicit funds supporting general operations.

Sponsorship Matrix Update:

- Lesa Dixon-Gray will follow-up with Behavior Works
- Exhibitors get one registration with their fees.

Executive Committee Update presented by Chris Kabel

Section Expenditures:

- Sections are not legally incorporated, OPHA is the 501(c)3 entity
- The Board of Directors has fiduciary responsibility for the organization.
- Kathleen Carlson of Epi-Biostats Section:

Over the past year the section has fashioned an award to recognize student members and new grads in epi/biostats. The section has worked with students and new grads for the criteria for the award. The section will be doing fundraising for the sustainability of the award. The

•
award of \$500 may include OPHA membership and attending the OPHA meeting or other Public Health meeting

Question: Does this lead to internal recycling of the OPHA/section dues money?

Executive Committee response:

1. Epi-biostats proceeds with their award
2. An ad hoc working group will develop guidance and standards for future section awards and sponsorships. The ad hoc group will be time limited and the response/guidance is expected by the board retreat on December 7.

Tom Engle: There is an OPHA history of membership awards

Further Discussion:

Is the \$500 award excessive?

What if the \$500 was for catering a section event for networking?

Amanda Lawrence: The Health Education Section provides scholarships to section members to attend Health Ed conferences or trainings not OPHA or memberships

Tom Eversole: To Epi/Biostats - Is there a return deliverable? Yes, a one page report on what the funds did.

The Ad Hoc Working Group is: Jan Wallinder (volunteered), Kathy Carlson, Jessica Nischik, Torrie Fields-Bordokoff, Amanda Lawrence.

The first time members who do not renew are being reviewed.

Is there a validity to free memberships for the first year?

OPHA has not tracked other free membership awardees/winners [best student poster] to see if they renew

A nonprofit cannot be a “pass through” to benefit a single individual

December 7, 2012 is the day of the board retreat. Possibly not a full day retreat since we have a strategic plan in place.

Public Health Week Report by Amanda Lawrence.

There have been no “sounds” from the Oregon Health Authority

The OPHA PHW group met and chose these activities:

1. Advocacy in April
2. Statewide activities but not political activities. May include
 - CCOs
 - County Health Departments
 - Action kits - “This is Public Health”
 - Webinars, social media, other events
 - Pitch to Oregon Public Broadcastin
 - Leaflets for school children to take home
 - Northwest Health Foundation - story telling work

•
Pacific Source health insurance will assist with marketing resources for Public Health Week and would like assistance with their stress management intervention

Renee Hackenmiller-Paradis: Connect with the Policy Committee.

Tom Eversole: We need to know what we are doing by September. Is there a partnership with CLHO?

- Approach should be at county to county level
- OPHA members meet with their county commissioners to announce the National PHW.

Charlie Fautin: This approach will resonate with the membership and have an impact on development.

Include the schools with public health programs and classes.

Membership Committee report by Torrie Fields-Bordokoff

The membership committee met last week.

The Face of Public Health has changed. The proportion of OPHA members that are state and county employees has decreased.

Recommendation: What the dues are should be taken out of the bylaws. The board would set the dues.

It is too late for bylaw changes to occur at the 2012 meeting. This bylaw change is to be sent to the bylaws committee for the 2013 vote.