

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

January 16, 2015
1:00 – 3:00 p.m.

Lila Wickham, OPHA President, called the meeting to order at 1:00 p.m.

ATTENDEES

APOLOGIES

In Person

Anna Stiefvater
Curtis Cude
Deborah Hobbs
Dianna Pickett
Jamie Jones
Jana Peterson-Besse
Katherine Bradley
Lila Wickham
Marti Franc
Mitch Haas
Nancy Findholt
Rob Hutson
Rosa Sepulveda Klein

Phone

Brian Johnson
Charlie Fauntin
Jan Wallinder
Laura Spaulding
Marie Harvey
Tahroma Alligood

Staff

Josie Henderson
Kim Krull

Guests

Not Present

Elizabeth Miglioretto
Maggie Sullivan
Maria Elena Castro
Mark Shelnut
Robina Ingram-Rich
Torrie Fields

KEY FINDINGS AND DECISIONS

- An increase in membership dues and conference registrations was approved.
- The 2015 budget was adopted.
- The board will endorse a letter to support a bill to decrease harm from emissions of diesel engines.
- The board voted to endorse SB 478 Toxic Free Kids Act.

MEETING ACTIONS

<i>Due Date</i>	<i>Action</i>	<i>Person(s) responsible</i>
2/20/15 – 3/20/15	Board to consider revised Strategic Plan for confirmation.	Josie

{Actions are written in the format: {Due Date} {Action} + {email address}. If there is no due date set then leave blank}

DETAILS AND BACKGROUND

Agenda Topic 1: **Minutes – Dianna Pickett**

Motion: A motion was made to approve the December 2014 Board of Directors Minutes. (Marti) Approval was seconded (Curtis) and passed unanimously with one abstention.

Agenda Topic 2: **Strategic Plan – Josie Henderson**

Josie gave a summary of the draft plan with the intent to move toward confirming high level goals, strategies and tactics by March. Goals 4 is significantly changed from a focus on equity and inclusion

to a sustainability goal. Rationale is that equity and inclusion should be a value and included in all goals in the plan. This change is evident in the draft values, goals, strategies and tactics. Discussion: The board reviewed the draft plan and gave feedback to Josie. She will take it back to the committee and communicate with the board on the refined draft. Vote to adopt the plan scheduled for the March board meeting.

Agenda Topic 3: **Executive Director's Report—Josie Henderson**

Work has been focused on these activities:

- Resource Development Commitment forms will be returned to board members.
- Completion of the APHA Affiliate report
- Budget preparation
- Strategic Plan development
- Walkability grant

Agenda Topic 4: **Treasurer Report—Jan Wallinder**

Jan presented the report to the board. Last year's deficit budget is evident in the income and expenses from the 2014 year. OPHA ended the year with 95% of the projected income. The 2014 proposed deficit was \$20,689 but we ended the year with an actual deficit of \$16,060.

Motion: A motion was made to approve the Treasurer's report (Nancy), was seconded (Marti), and passed unanimously.

Agenda Topic 5: **Budget - Jan Wallinder**

Jan presented the 2015 budget with options. The Executive committee recommends the following:

- They do not recommend making cuts to staffing. Rationale: OPHA staff are making it possible to realize our goals for the organization and cutting staffing would reduce capacity.
- Assure maintenance of a 6 month reserve. This is lower than the reserve maintained in 2014 but still considered a healthy reserve.
- Strategize ways to increase sponsorships, grants, and enhanced donations to avoid deficit spending in 2016.

The draft budget recommended:

- Increases member annual dues (Regular – Increase \$15 to \$65 and Student, Low Income, and Retiree – Increase \$5 to \$25)
- Increase annual conference registration fees (Regular - \$10, Student, Low Income, and Retiree \$5)

Discussion:

Lila asked that the fees be increased as soon as possible to maximize the resulting revenue for 2015 and suggested 2/1/15. She read a draft email to members and asked for feedback. This email will be sent to the membership before the increases go into effect. The high level goals of the draft strategic plan relate to the need for increased revenue, so they will be sent along with the email. The adoption of the strategic plan is planned for March.

Motion: Lila presented the motion to adopt the Executive committee's recommendation to increase dues and conference registrations as described. It was passed unanimously.

Motion: Lila presented the motion to adopt the Executive committee's recommendation to adopt the recommended budget option as described. It was passed unanimously.

Agenda Topic 6: **Committee Reports**

Development Committee—Katherine Bradley

- Lila and Brian recently joined the committee.
- The committee decided to keep the sponsorship contribution levels the same as 2014.
- The Walkability grant proposal was submitted and the committee is optimistic. This will create a new partnership with APHA. Kudos to Josie for her skilled grant writing!

The committee's planned activities:

- Strategize employee giving and loyalty programs to increase memberships.
- Develop a grant focus.
- Offer training on soliciting sponsorships.

Policy Committee—Anna Stiefvater

The committee is reviewing legislative endorsement requests.

- Request to endorse a letter to support a bill to decrease harm from emissions of diesel engines. There are currently 2 possible bills being developed. They include decreasing older diesel engines coming into Oregon from other states where laws are stricter.

Motion: Anna presented the motion to endorse a letter to support a bill to decrease harm from emissions of diesel engines. It was passed unanimously.

- The committee recommends endorsing SB 478 Toxic Free Kids Act. This legislation will require that state officials be notified when products made with toxic chemicals are sold in Oregon. It adopts the list used by Washington for the similar legislation they have passed there.

Motion: Anna presented the motion to endorse the SB 478 Toxic Free Kids Act. It was passed unanimously.

- Reminder and invitation to participate in Capitol visit day 4/9/15.

Agenda Topic 7: **New Business, Coalition & Section Update – Lila Wickham**

No new business.

Agenda Topic 8: **Adjourn**

The meeting was adjourned at 3:00 PM

UPCOMING BOARD SCHEDULE:

Board Meeting, Friday, February 20, 1-3pm NW Health Foundation, Portland

Board Meeting, Friday, March 20, 1-3pm Location TBD

Board Meeting, Thursday, April 9, 3-5pm Hearing Room 50, Oregon State Capitol, Salem