

# MEETING MINUTES

## OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

### DETAILS

**January 17, 2014**  
**1:00 – 3:00 PM**  
**Planned Parenthood**

The meeting was called to order at 1:05 PM.

### ATTENDEES

Present at the meeting:

#### In Person

Brian Johnson	Josie Henderson
Lila Wickham	Kim Krull
Tom Eversole	Robb Hutson
Jan Wallinder	Charlie Fautin
Tahroma Alligood	Anna Stiefvater
Lee Collinge (consultant)	Dianna Pickett
	Elizabeth Miglioretto

#### By Telephone

Tom Eversole	Katherine Bradley
Maria Elena Castro	Nancy Findholt
Marie Harvey	Torrie Fields
Dana Lord	Sara Gardner-Smith
Leslie Leone Uebel	Marti Franc

### APOLOGIES

Not present at the meeting:

Name	
Elena Andresen	
Kathleen Carlson	
Katy King	

### MEETING ACTIONS

The following meeting actions were agreed to:

<i>Due Date</i>	<i>Action</i>	<i>Person(s) responsible (email address)</i>
<b>1/17/14</b>	Complete Resource Development Worksheet for Board giving and commitment.	Directors. Please turn in to Kim. Josie will follow up during the coming year.
<b>As soon as possible.</b>	Contact Josie with ideas for Public Health Week panel themes at PSOB.	Directors, membership.

{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: **December Board of Directors Meeting Minutes**

- **Motion:** After corrections, a motion to approve the December 2013 Board of Directors Minutes was made, seconded, and passed unanimously.

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

- Jan provided the board with a Treasurer's Update.
- **Motion** to approve the treasurer's report: Motion was seconded and approved unanimously.

### Agenda Topic 3: **Executive Director Report**

- Josie reviewed the 2013 Board Retreat Strategic Directions for 2014
- Increased staff hours will support the expanded membership (20% over the past year)
- Support a more clearly defined advocacy role
- Strengthen our partnership with higher education
- Increase statewide learning opportunities
- Strengthen support of sections: this will take the Executive Director's time to meet with individual sections and leaders to discuss their goals and how we can best support their endeavors, strategically. Josie plans to have a robust plan for OPHA to better support sections by the beginning of 2015.
- The board discussed details relating to this strategic direction.

### Agenda Topic 4: **Resource Development Training**

- Lee Collinge from Metropolitan Group trained directors on how to stabilize and increase OPHA financial support.
- Directors each made a specific commitment to building sponsors, membership, and participate in committees and board/membership recruitment.

### Agenda Topic 4: **Budget**

- The goal of this discussion is to discuss and adopt a final 2014 budget.
- The new budget includes an increase in anticipated training registration income.
- The proposed budget includes an increase in staff hours by 10/week and increased monthly staff health stipends.
- The proposed budget includes various expense increases from December draft budget.
- **Motion** to adopt the 2014 budget was made, seconded, and unanimously approved.

### Agenda Topic 6: **Committee Reports**

- Policy Committee Report
  - Anna Stiefvater is the new Policy Committee Chair.
  - Sent letters to partners to endorse legislation. To date, the Alzheimer's Association would like us to sponsor the "Silver Alert" bill to alert public safety.
  - One member has been working on a bill to require background checks for person-to-person firearm sales.
  - A Policy Committee intern will be tracking bills. Please advise the Policy Committee of bills that they should follow closely and/or possibly support.

### Agenda Topic 7: **Public Health Week**

- 7-13<sup>th</sup> of April. OPHA will again plan the event for the OHA. Public event (aka Michael Moss), panel for public health professionals.
- Email Josie great ideas for PSOB panel event. CCO theme with successful partnership examples?

Agenda Topic 8: **New Business, Coalition, and Section Updates**

- None

Agenda Topic 9: **Adjourn**

- The meeting was adjourned at 3:03 PM

UPCOMING BOARD SCHEDULE:

**February 20 from 3-5 PM at the Capitol Building, Salem, Hearing Room 350**