

# MEETING MINUTES

## OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

### DETAILS

**December 9, 2013**  
**3:00 – 3:40 PM**  
**Kaiser Town Hall**

The meeting was called to order at 3:03 PM (after annual the Board Retreat).

### ATTENDEES

Present at the meeting:

<b>In Person</b>	
Brian Johnson	Josie Henderson
Lila Wickham	Kim Krull
Tom Eversole	Nancy Findholt
Jan Wallinder	Robb Hutson
Tahroma Alligood	Tracy Donnelly
Marti Franc	Elena Andresen
Elizabeth Miglioretto	Anna Stiefvater
Sara Gardner-Smith	Dianna Pickett
Katherine Bradley	
<b>By Telephone</b>	
Maria Elena Castro	Charlie Fautin
Marie Harvey	

### APOLOGIES

Not present at the meeting:

<b>Name</b>	
Maggie Sullivan	Torrie Fields
Ann Krier	Kate Moore
Kathleen Carlson	Dana Lord
Katy King	Will Evans

### MEETING ACTIONS

The following meeting actions were agreed to:

<i>Due Date</i>	<i>Action</i>	<i>Person(s) responsible (email address)</i>
<b>12/9/13</b>	Directors to come forward if willing to serve on the Nominations Committee.	Directors
<b>12/13/13</b>	Send memorandums/letters to major current and potential sponsors soliciting 2014 sponsorship.	Josie Henderson jhenderson.opha@gmail.com
<b>1/17/14</b>	Complete Resource Development Worksheet for Board giving	Directors

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

- **Motion:** A motion to approve the October 2013 Board of Directors Minutes was made and seconded. Minutes were approved with one abstention from a board member not present at November's meeting.

### Agenda Topic 2: **Open Forum for Quality Improvement in Public Health Reporting**

- Brian Johnson reported on the meeting held in Memphis
- OPHA was awarded a scholarship to send the OPHA President to this forum.
- One major topic was how to restructure local public health departments to increase quality and effectiveness of public health efforts. (New Orleans used as an example). Brian found the forum very interesting.

### Agenda Topic 3: **Committee Reports**

- **Development Committee:**
  - OPHA received approximately \$5000 in APHA/OPHA accreditation awards.
  - These accreditation workshops are a series of three that build on each other: How might we engage organizations (tribes, etc.) that didn't go through first two workshops?
  - The development committee recommends keeping the conference prospectus prices the same as in 2013. There was general discussion on the amount of sponsors and exhibitors in 2013 versus 2012. Generally the attendance of these groups remained steady, except for there being 9 fewer exhibitors (6 vs 15).
  - Motion: Motion to keep the 2014 conference prospectus prices the same as 2013 prices was seconded and unanimously approved by the board.
  - OPHA's goal is to receive a contribution from 100% of the board. Last year we reached 65% in giving. Board members should complete and return commitments to Josie on or prior to January BOD meeting.
- **Policy Committee**
  - The 2014 legislative session is a short session starting in February.
  - A second intern will assist the policy committee this year. OPHA is looking to formalize the internship so that participants may receive college credit.
  - The Oregon Public Health Division will meet with Josie next week. Renee Hackmiller-Paradis is the new Public Health Week point of contact for partnership with OPHA.

### Agenda Topic 4: **OPHA BOD Meeting Locations**

- Fifty percent of directors indicated availability to meet at Salem during legislative visit day, therefore, our next Board meeting will be on Thursday, February 20 at 3 PM in the Salem Capitol Building (room to be determined).

### Agenda Topic 5: **New Business**

- **Health Education Section Updates:** The section will donate \$1000 to public health week. The section will also offer scholarships via an application process. The section will hold subsequent health literacy training. The section has a new Secretary (Sherry Lily).

- **Disability Section Updates:** Elena Andresen recognized new and vigorous leadership from OSU. This section would like to offer a scholarship as well. A section goal is to develop more member representation on standing committees.
- **Nursing Section Updates:** The section has a new Chair, Carrie Alexander. The section plans significant Capitol Visit Day and Public Health Week involvement. The section is uncertain of the size of their annual “big conference.” The section will, at a minimum, host a spring luncheon with an award.
- **Healthy Environment Section Updates:** Section leadership is trying to determine why people want to be section members. There are 70 members, but only approximately five who join the monthly calls. Current section discussion centers on how to expend its resources.
- **Medical Providers for the Underserved Section Update:** Leadership positions are vacant. The Board will look at membership to try to personally recruit a new chair.
- **2014 budget preparation:** Directors’ liability insurance will be added to the budget.

The meeting adjourned at 3:40 PM.

#### UPCOMING BOARD SCHEDULE:

**January 17 from 1-3 PM at Planned Parenthood.**