

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

June 20, 2014
1:00 – 3:00 PM
Planned Parenthood, Portland

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

ATTENDEES

Present at the meeting:

In Person

Tahroma Alligood	Tracy Donnelly
Josie Henderson	Charlie Fautin
Jan Wallinder	Katy King
Katherine Bradley	Marti Franc
Anna Stiefvater	
Kim Krull	Guests:
Lila Wickham	Lesla Dixon-Gray
Robb Hutson	

By Telephone

Mark Shelnut	
Sara Gardner-Smith	
Elizabeth Miglioretto	
Nancy Findholt	
Torrie Fields	

APOLOGIES

Not present:

Name

Dianna Pickett	Will Evans
Kate Moore	Kathleen Carlson
Maggie Sullivan	Jana Peterson-Besse
Leslie Leone Uebel	Brian Johnson
Maria Elena Castro	Tom Eversole
Marie Harvey	

KEY FINDINGS AND DECISIONS

The following key findings and decisions were made:

- A motion was made to approve the May 2014 Board of Directors Minutes with edits (see action item below), was seconded, and passed unanimously.
- A motion was made to approve the Treasurer's report, was seconded, and passed unanimously
- A motion was made to appoint Jocelyn Warren as Director at Large Position (6), was seconded, and passed unanimously.
- A motion was made to keep conference fees as they are for now, was seconded, and passed unanimously.

MEETING ACTIONS

The following meeting actions were agreed to:

<i>Due Date</i>	<i>Action</i>	<i>Person(s) responsible</i>
7/18/2014	Edit minutes to reflect Anna S. as not present, and Elizabeth Miglioretto as being present by telephone.	Kim
6/25/2014	Notify Rosa Klein and Jocelyn Warren about Board Appointment	Josie
6/27/2014	Confirm fee schedule with Program Committee chair.	Josie
	Continue conversation w/ OPHI re: mutual support and conference sponsorships.	Josie
8/1/2014	Contact March of Dimes for conference sponsorship.	Torrie
8/1/2014	Follow up with 211info for conference sponsorship (see Lesa).	Josie
8/1/2014	Meet w/ Kaiser to discuss potential silver sponsorship.	Josie
7/18/2014	Sign up for Twitter and/or Facebook by next BOD meeting in order to "take 2 to tweet"	All
7/18/2014	Review OPHA social media policy and consider example as alternative moving forward to create a positive social media culture for OPHA leadership.	All
7/18/2014	Structure Future of Public Health Task Force presentation for July board meeting.	Executive Team & 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**

- **Motion:** A motion was made to approve the May 2014 Board of Directors Minutes, was seconded, and passed unanimously.

Agenda Topic 2: **Treasurer Report**

- Jan briefly reviewed the Treasurer's Report. Everything is as it should be for this time of year and that section balances are at the bottom of the balance sheet.
- Comparison of total assets 2013-2014; we are behind from last year this time; drawing down reserve due to insurance & payroll – operating with less overhead in 2014
- **Motion:** A motion was made to approve the Treasurer's report, was seconded, and passed unanimously.

Agenda Topic 3: **Director at Large Position (6) Replacement –Lila Wickham**

- Information: Jocelyn will replace Dana Lord's position on the board and will serve until Oct. 2016
- Adoption (vote) – Close race - Jocelyn with 8 votes & Rosa with 7 votes
- **Motion:** A motion was made to appoint Jocelyn Warren as Director at Large Position (6), was seconded, and passed unanimously.
- **Action item:** Josie will contact both candidates to inform them of the results.

Agenda Topic 4: **Committee Reports**

- Program Committee – Josie Henderson
 - Call for abstracts closes June 27 – reminder emails have gone out
 - Abstract review July 15 in Corvallis; still putting work group together for this
 - Fee Schedule (vote) – the last time fees went up was in 2011; in 2013 OPHA lost \$9/registration due to more staff time, more low cost registrations; committee proposal is to keep fees where they are for now – Discussion: there will be a broader developed for how organization is funded; agreement not to change too many variables; registration status will be broken down further for data collection moving forward.
 - **Motion:** A motion was made to keep conference fees as they are for now, was seconded, and passed unanimously.
 - Joyce Gaufin, APHA President will visit during OPHA 2014 - no book group, leadership workshop with Joyce on Monday evening instead that will overlap with the poster session
 - Special session on FPHTF – report comes out Oct. 1, OPHA is concerned that this will defeat other sessions, will be closing plenary instead
 - Inquiry about a policy committee meeting during conference – when/where would this best take place?
- Development Committee – Katherine Bradley
 - Update on confirmed sponsors – Moda Health (silver)
 - Goal tracker at 67%; \$40,000...but more to come!
 - Pending – Cambia w/ closure soon on status, will be at least gold & plan to become a regular sponsor; conversation happening w/ OPHI re: mutual support; ONA as potential exhibitor; Torrie talking w/ March of Dimes; 211info as potential exhibitor (see Lesa) – Josie to follow up on this; Josie also meeting w/ Kaiser (potential gold); Tracy is talking w/ Health Care Leadership Council

- Future development – Additional funding streams; brainstorming for strategic planning in fall – talking w/ Metropolitan Group...cultural philanthropy? Do we need to grow? What is our role? Define relationships further
- Communications Committee—Robb Hutson
 - Brochure & Display – positive response from BOD
 - Social Media discussion – Kim
 - Tweet lab—Lesa Dixon-Gray
 - **Action item:** Directors to sign up for Twitter and/or Facebook by next BOD meeting in order to “take 2 to tweet”
 - **Action item:** Review OPHA social media policy and consider example as alternative moving forward to create a positive social media culture for OPHA leadership.
- Policy Committee—Anna Stiefvater
 - OPHA conference proposal – Advocacy 101 panel
 - Capitol Hill Visit—Lila Wickham was in D.C. doing PH advocacy, Josie to send out notes to BOD
 - Sick Days, Eugene – Brian attended promotional event on behalf of OPHA; OPHA will submit testimony in support
 - Letters, Surgeon General support, WIC (Potatoes), Gun Violence (Reynolds High)
 - TRAC new representative
 - APHA PACT info out to members about town hall meeting; schedule & talking points out to members

Agenda Topic 5: **Executive Director Report**

- Josie attended the FPHTF meeting – re: services that need to be provided and competencies that need to be met
- Josie & Kim doing section support – medical providers and disability section building momentum
- Josie will be speaking on a panel for state accreditation at APHA conference; approval for another webinar; Josie appointed to the state accreditation BOD

Agenda Topic 6: **ARGC Report—Charlie Fautin**

- Relationship between OPHA and APHA
 - Annual dues – advantage to getting APHA members to be OPHA members
 - Affiliate support
- Role of ARGC - Charlie gave a summary on how large the APHA governance is; 1st meeting next week; will come to OPHA BOD for guidance on how to vote on behalf of Oregon at APHA meeting
- Highlights of Presidents Elect Meeting—Lila Wickham

Agenda Topic 7: **New Business and Section Updates**

Nursing Section Update – Anna Stiefvater

- Strategic planning work happening
- Planning to do another Nursing Summit

Epi-bio Forums - Josie

- Two well attended forums in the last couple months

Healthy Environment – Tracy Donnelly

- Two well attended forums in the last couple months
- Submit proposals for conf., built environment, selection of new chair

Future of Public Health Task Force –

- Katherine Bradley inquired about process of decision to support – waiting for more info to be released; send comments to Michael Tynan – OPHA does not have a position so Directors and

members need to comment from personal perspective, not on behalf of OPHA; organizational discussion may occur in the future

- Charlie encouraged all BOD members to attend in person

Agenda Topic 8: **Adjourn**

- The meeting was adjourned at 3:00 PM

UPCOMING BOARD SCHEDULE:

Friday, July 18, 1:00-3:00pm at NW Health Foundation, Portland