

Oregon Public Health Association
Board of Directors Meeting
8 October 2012
Corvallis, Oregon

Attendees:

Chris Kabel	Charles Fautin	Jan Wallinder	Tom Eversole
Brian Johnson	Tom Engle	Tosha Zaback	Marie Harvey
Leesa Dixon-Gray	Dianna Pickett	Kate Moore	Patricia Crozier
Lisa Voltolina	Amanda Lawrence	Anna Stiefvater	Jessica Nischik
Kathleen Carlson			

Called to Order by Chris Kabel

Minutes for September were approved.

Treasurers report: Jan Wallinder reviewed the report that will be presented to the general membership on Tuesday, October 9.

1. \$22,700 in Gifts and Grants is carry-over funds not revenue
2. Estimated deficit of \$1,594 can be adjusted by the \$22,700
3. 5 year budget summary:
 - a. carryover used as reserve
 - b. board should consider what size reserve should be

Comments: Chris Kabel advised that the ideal reserves for an organization should be approximately 6 months of operating expenses

Membership giving is located in "gifts and grants."

Just the summary will be presented to the annual meeting

MOTION: The board of directors approves changes to the OPHA checking signature card. Don Austin and Charlie Fautin will be removed and Tom Eversole and the president-elect will be added. Jan Wallinder will remain on the card. Motion made by Jan Wallinder. Seconded by Kathleen Carlson. Passed unanimously.

Board Retreat: Chris Kabel

Request for volunteers to plan and shape the retreat including topics, strategic plans and development. Initial topics:

1. Section funds working group report
2. finances and reserves
3. Public Health Week - "pull the switch"
4. Strategic Plan - selection of next project and matching the funds to the project
5. Legislative Priorities - 2 selected at this time
6. The process for joining coalitions
7. What role do sections play in achieving strategic plan of organization?
8. 2013 budget

Volunteers to plan the retreat: Tom Eversole, Chris Kabel, Tosha Zaback, Kate Moore
First meeting at 11:00, Tuesday, October 9, 2012

PROGRAM COMMITTEE: Marie Harvey

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There are 515 attendees
Sponsors have booths
there is enough food
Business lunch meeting will be all in one room and not streamed in another site
23 student posters and 3 judges

Share ride - award to be announced in morning

DEVELOPMENT:

APHA accreditation award of \$4000. The wrap up on the project was held today with a round table meeting. Oregon Health Authority also provided funds

OPHA & CHLO received funds from Northwest Health Foundation. Applied at \$50,000 tier but received a \$20,000 award. OPHA share is \$6,000. Then NWHF provided \$10,000 supplemental funds to Health Care Reform education projects.

POLICY:

Report from the policy committee as a motion:

OPHA will oppose Measure 84 and endorse Measure 85. Seconded by Charlie Fautin.
Vote 16-0-1

Tom Eversole, Renee Hackenmiller-Paradis and Josie Henderson to draft message to the OPHA membership. The OPHA stand on these measures to be sent as email blast, website and Facebook page.

NEW BUSINESS:

Tom Eversole: Acknowledgement of the service and leadership provided by Chris Kabel as OPHA president this year

MOTION: Executive committee of the OPHA Board of Directors will serve as the personnel committee. The OPHA president will serve as supervisor of the OPHA lead employee. Made by Robina Ingram-Rich, seconded by Chris Kabel. Passed unanimously.

Comments:

Process of employee review and policy, rewards and salary to be determined. Job description is available.

Jan Wallinder: During the retreat, there should be time to shape OPHA staffing. It is probably time to add a Program manager who reports to the executive director. Add administrative person [approximately 0.5 FTE]

Tom Eversole: Looking forward, Josie could be paid for working more than 0.7 FTE

Pat Crozier: Can provide self evaluation tool

Brian Johnson: Put personnel policy in "policy"

"Building Communities" videos are in the OPHA Resource Center

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Adjournment at 4:03 p.m.