

OPHA Board of Directors Meeting Minutes
 Friday, November 17, 2023 - 10:00 – 12:00 pm
 Virtually via Zoom

Board of Directors	Present	Absent
Tamara Falls	x	
Chantell H. Reed	x	
Phyusin Myint	x	
Robb Hutson	x	
Briana Arnold	x	
Jessica Barker	x	
Karen Chase	x	
Kimberly Valdez	x	
Kala Mayer		X (excused)
JoAnn R. Miller	x	
Armando Jimenez		X (excused)
Laura Daily	x	
Annette Marcus	x	
Julie Plagenhoef	x	
Stacy Brubaker	x	
Fatima Paola Herrera-Zarate	x	
Amber Henderson	x	
Angel Harris	x	
Christian Moller-Andersen	x	
Taryn Eudaly		X (excused)
Gregory Sebastian	x	
Staff:		
Elisabeth Hartner	x	
Dana Merrill	x	
Guests:		
Julie Reeder	x	

10:05 Meeting called to order by President Tamara Falls

Self-introductions, welcome to all new Board of Directors, and many incredible thoughts were shared around potential focus areas for OPHA in 2024. Thoughts shared were documented and will be inform the strategic visioning process planned for the 2024 Board Retreat.

October Board Meeting Minutes presented by Christian M-A. First motion made by Karen Chase and 2nd by Angel Harris. Motion passed and minutes approved as written.

Treasurer’s Report and financial report for October delivered by Robb Hutson. Financials filed with minutes, but some key points:

Required Reserve Fund: Unrestricted Net Assets for 2023: \$167,940 - \$28,336 over 2022

- 1) **October 2023 Balance Sheet:**
Total Assets are \$294,416 which is \$6589 greater than last year (13 F, H).
Total Liabilities are \$5,349.

- 2) Temp Restricted Net Assets \$53,549 which is \$6,950 less than a year ago (40 F, H)
Net Income \$67,914 (41 F) which is \$14,914 less than a year ago (41 H),
Total Equity \$289,932 (42 F)

Additional conversation about food expenses excluded vs included at annual conference and the impact that has on both revenue and perception of value for attendees.

Conference Report from Dana Merrill. 500 attendees in 2023 – great numbers. Post conference evaluation had a 21% response rate. Breakfast and lunch feedback took up majority of the feedback – in addition respondents also were pleased with the content of plenaries, keynotes, poster sessions, and breakouts. Construction noise was a deterrent. Will seek discount next year. Program committee continue to bring new ideas to the Board. 2024 conference is October 7-8, still at OSU Campus in Corvallis. The program committee will also bring speakers forward for the board to evaluate. Generally, respondents like the location of the venue. If we need to explore a different location for 2025 and forward, Dana proposes a separate committee or workgroup to find a location and make the arrangements.

Elisabeth Hartner elicited ideas for location and proposed tribes and their venues as something to explore. Elisabeth suggested a survey to the Board asking for location that will hold 600 people. Jessica Barker expressed that students from the OSU MPH program may be limited in attending if it's moved off campus, which could impact attendance. Tamara Falls also indicated access for people with disabilities as a major requirement for a potential venue.

Executive Director Report delivered by Elisabeth Hartner, who emphasized her background in community engagement/building and intolerance for oppression and racial injustice. Elisabeth would like OPHA to adopt antiracist practices. For example, prioritizing the implementation of the APHA JEDI toolkit that has been formally adopted by OPHA.

APHA Conference was amazing and exceptionally inspiring with 13,000 public health professionals. As public health is rooted in science, APHA and OPHA are organizations that will champion antiracism, climate justice, and reproductive health among other social justice issues, as the science demonstrates we must support these efforts to support the health of humanity.

Smart Surfaces grant through APHA, centering education and climate justice work. We are mapping who the players are and meeting next week with Multnomah County Climate Justice team. Reach out to Tamara Falls or Elisabeth if you are interested in engaging more directly with these efforts.

All BODs should access the directory shared, please access the spreadsheet, and add missing info. This is so people in your region can contact you if they have questions about OPHA's work and are interested in joining.

Board vacancies – please refer any of your contacts who might be interest in these two positions. Director at Large and Region 1 Rep (Multnomah County). Dana mentioned that the recruitment message will go out next week to the BOD. Positions open to the full membership. PhyuSin Myint suggested we adopt a more intentional recruitment process to garner interest from and include people who normally are not proposed for positions like this. PhyuSin proposes that Dana develop a profile of our BOD to identify what populations are not represented on the Board. Dana confirmed that she will collect that data and present to the EC.

Tamara Falls went over the Oregon Health Authority Grant which might present an opportunity within four areas, especially the climate adaptation which can work in sync with the SmartSurfaces grant. Rural community focus and disability population. The grant can pay for a consultant/employee, so it will not necessarily mean additional workload for OPHA staff. Robb Hutson initiated a conversation around contractor vs employee and the benefits and potential equity issues associated with each concept. Laura Daily raised the notion of having two letters of reference, which must happen quickly.

Tamara Falls called for a motion to seek the grant. Motion to apply for the grant made by Robb Hutson, 2nd by Angel Harris. Motion passed. Grant application with supporting letters must be ready by 12/1/23. EC will determine how to move forward.

Policy Committee Report delivered by Elisabeth Hartner who prepared everyone to look closely at the Policy Committee Application, the Job Description, and the Scoring Rubric before the next OPHA BOD meeting as we will vote on the implementation then. Some things to consider: Who reviews the applications for any committee who is implementing the process? Should it be a subcommittee, the EC, the BOD? What is the timeline for approval?

Julie Reeder added that we need to determine the timeline for implementation of this new application process. Should it be ready for the upcoming short legislative session in 2024? It's your tool, but it also adds transparency to our selection process.

For the **Development Committee Report** Fatima Herrera-Zarate indicated that sponsors paying via credit card was perfect – made it easy for sponsor and for Dana. Also reaching out early (February) yielded better results. Spreadsheet with organization will be shared with BOD to see who has connections with the sponsor groups, which will allow the best suited people to reach out to sponsors.

Tamara Falls answered a question from chat that Board retreat will be in Newport on a Friday in January February – date and time not set yet. Email will be sent out to everyone. Elisabeth Hartner prepared everyone that next month we will discuss retreat planning committee and the budget line for retreat travel reimbursement.

12:02 Meeting adjourned by President Tamara Falls