



**Agenda: Board of Directors Meeting – Held via Zoom
Friday, December 15, 2023 - 10:00 – 12:00 pm**

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		
Kala Mayer	x	
JoAnn R. Miller	x	
Armando Jimenez	x	
Laura Daily	x	
Annette Marcus	x	
Stacy Brubaker	x	
Fatima Paola Herrera-Zarate	x	
Amber Henderson	x	
Angel Harris	x	
Christian Moller-Andersen	x	
Section Reps on Board:		
Taryn Eudaly (sec rep)	x	
Gregory Sebastian (sec rep)	x	
Julie Plagenhoef (sec rep)	x	
Staff:		
Elisabeth Hartner	x	
Dana Merrill	x	
Guests:		18 Board members – 10 is quorum
		3 Section Reps to the Board

10:07 am - Meeting Called to Order by President Tamara Falls

October Board Meeting Minutes – Christian M-A asked for a motion to approve the minutes as written. Armando Jimenez moved to approve them, and Laura Daily seconded. No abstentions, or discussions. The minutes **were approved unanimously as written**.

Treasurer's Report provided by Elisabeth Hartner for Robb Hutson – Until the 2024 Budget has been completed, a vote to use the 2023 budget for January 2024 was requested. Karen 1st, Physisin 2nd. The motion **passed unanimously**.

President's Report delivered by Tamara Falls:

OHA Grant update – Abilities required and the need for additional capacity were overwhelming both pre- and post-grant submission. Grant abandoned.

Board meeting standing time slot schedule for 2024 – currently we meet on Fridays 10 am-12:00 pm. Please email Tamara Falls and/or Elisabeth Hartner if this time does not work for you.

APHA appropriations letter around CDC Coalition 2024. APHA asked OPHA to sign on to the letter because it came from APHA and has no expenses tied to the commitment. The tight timeline and the fact that it came from APHA helped the executive committee decide to sign the letter. [Link to the letter](#) shared via chat in Zoom. Additional conversation around EC's ability to decide w/o BOD input/vote.

Board member review of the bylaws – Tamara Falls reminded BODs to read the bylaws and understand them. We will often refer to how we should function as outlined in the bylaws.

Executive Director Report provided by Elisabeth Hartner:

Retreat reminder of location, time, and date already communicated via email. Thank you to JoAnn Miller for generously hosting. Planning in the works. Hotel discount approved, also communicated via email.

The annual conference venue might change in 2025. Still planning for OSU in 2024, but in the process of partnering with the programming committee and will have an update in January.

Survey upcoming for board members around DEI. Questions in the survey around gaps in representation and how to move with an equity lens when selecting new members. Would like to align with REALD and SOGI and the survey will be anonymous in terms of demographics, but a separate survey around skills and attributes will not be anonymous so respondents can be contacted. The conversation around examples of questions to protect the privacy of respondents, some concerns about sharing that information, and how the data is used/stored. BOD is comfortable leaving the decision to the EC to determine the final survey questions. Data will be shared back with BOD in a deidentified and non-intersectional way.

The approval process for open board positions is conducted by EC, who reviews applications presented by the nomination committee and makes recommendations. Then BOD will vote. This was just a reminder for everyone.

Survey for the entire OPHA membership coming up in the new year. Elisabeth Hartner suggests that we send a New Year's message in January 2024 to the general membership, asking about learning areas and what matters to the members. Please contact Elisabeth with topics and questions you'd like to see in the survey. Phylusin Myint suggested Meet and Greet via Zoom to connect with members, tell our story, and encourage dialogue between BODs and members.

BOD partnerships across Oregon can benefit OPHA. Elisabeth highlighted Angel Harris as someone who connected the dots between OPHA and NextDoor. We have an opportunity to create stronger connections with many different organizations in Oregon. Angel Harris explained how small Oregon is and how easy it is to connect around the state now. This presents a big opportunity for us. Angel also highlighted an example like BIG (Black in the Gorge) and how valuable it is for people in other parts of the state to connect with a group like that.

PODER partnership forged by Tamara Falls and Elisabeth Hartner. Tamara mentioned that OPHA cosponsored a "Kick Off Hispanic Month" breakfast in Salem previously. No financial commitment, but heavy engagement in conversations around economics, culture, and other critical issues for the Latino community. Elisabeth asked for a vote to approve OPHA sponsoring PODER's event to support the LPA (Latino Provider Association) with at least one person attending at OHSU from the OPHA BOD. Motion made by Armando Jimenez to sponsor the event, second by Annette Marcus. No discussion. The motion **was approved unanimously.**

Bylaws Implementation around the new committee application process was discussed by Elisabeth Hartner. Specifically, around the rollout plan, timeline, and process for committee applications and approvals. EC together with the chair will review applications and make recommendations to the BOD. This is especially true regarding the program committee and policy committee. Current members of these committees can remain on the committee but will need to apply/re-apply. The scoring rubric is shared in the BOD agenda notification email. Motion introduced to approve the scoring rubric for the policy committee. Laura Daily moved, and Angel Harris seconded. Annette Marcus abstained. No discussion: **Motion passed.**

ARGC Report given by Brianna Arnold and Brianna also gave an overview of the functions as a liaison of the ARGC between OPHA and APHA. There's a small affiliate workgroup coming in APHA that OPHA can participate as well as new leadership opportunities in APHA. OPHA will need to ensure that both ARGC and the OPHA affiliate president are members of APHA, but in this coming year, they will also require President-elect to be a member of APHA, making the total OPHA members required three. OPHA can use APHA policy statements to craft our own OPHA policy statements.

Section Updates

Disabilities Section update provided by Taryn Eudaly; The section is meeting next week to ramp up activity now that the section is more active.

Nursing Section provided by Elisabeth Hartner; Section has first lunch and learn in February.

Healthy Environments Section updated given by Greg Sebastian. They are working to develop an organizational leadership structure, where previously they have only had chairs and representatives work with the board, they are hoping to expand leadership roles to foster additional development and mentorship for future chairs. The section will also create more opportunities through expanded leadership and partnering with organizations like for example OPSR.

12:01 – Meeting adjourned by Tamara Falls