



Minutes Board of Directors Meeting
Virtual via Zoom - Friday, April 19, 2024, 10:00 – 12:00 pm

Board of Directors	Present	Excused Absence	Unexcused
Tamara Falls	x		
Chantell H. Reed		x	
Phyusin Myint	x		
Briana Arnold	x		
Jessica Barker	x		
Karen Chase	x		
Kimberly Valdez	x		
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		
Robb Hutson	x		
Tosha Bock	x		
Kasia Kujawski		x	
Section Reps on Board:			
Taryn Eudaly (sec rep)	x		
Gregory Sebastian (sec rep)	x		
Julie Plagenhoef (sec rep)	x		
Sharon Coryell (sec rep)	x		
20 Board Members – Quorum = 11			
Staff:			
Elisabeth Hartner	x		
Dana Merrill	x		
Guests:			
Marie Harvey, Conf. Planning Chair	x		

10:06 Call to Order – Tamara Falls Welcomed Kasia and Tosha. Opener – Amber Henderson asked for introductions and icebreaker.

March Meeting minutes moved to accept as written by Stacy Brubaker 2nd by PhyuSin Myint. **Minutes approved.**

Treasurer’s Report – Robb Hutson went over March financials as shared via email 04/19/24. Restricted funds allocated to sections are not active and the board may want to consider designating to general fund in the future. The annual conference fee for 2023 was paid out in 2024 so this year’s accounting will continue to look like an excessive expense year over year (YOY), even though the expense was approved and incurred in 2023.

President’s Report – Tamara Falls went over the Financial Controls Policy as follows: “Expenses that conform to the Board-approved budget can be purchased without higher approval. The Executive Director can authorize unbudgeted purchases of \$200 or less. The Executive Committee can authorize unbudgeted purchases of \$1,000 or less. Unbudgeted purchases of \$1,000 or more must be voted on and approved by the Board.” Absences: Notify Secretary, President, and Executive Director so we can plan accordingly, prior to meeting. We are planning a date for a send-off party for Chantell Reed and acknowledge retirement of JoAnn Miller. Stay tuned for email around that. President-Elect – Motion to elect Kasia Kujawski as President-Elect was postponed till next BOD meeting when we can meet Kasia and hear a little more about her. In addition, Elisabeth Hartner received interest from one additional person. *Both will be asked to speak during the May BOD meeting.*

Brianna – Do we open EC recruitment up from general membership? TF: we start at BOD then extend to general membership, but not a role like President Elect. Brianna suggested opening this position up to a wider group. TF: we can discuss in next EC.

Angel Harris made a note that it could create unintended outcomes if we act from a place of urgency. Angel recommended that we take time to hear from the candidate(s) before voting.

Robb – expediency is a point. Pres Elect trip to DC in August means that the new President Elect must have been onboard for a while to be ready for official duties.

Conference Planning Committee - Marie Harvey – Decided on three keynotes.

- Mike Green and Emily Green: “DEI in the Public Health Workforce”. They have an organization called Common Ground Conversations.
- Beth Sandor: CPO (Chief Program Officer) from Community Solutions/National Org addressing homelessness. Tool: “Built for Zero”.
- William Ripple: Prof of Ecology. Climate Change. Focus on equity and how gender is affected. His area is around ecology, not health. Climate Justice and resiliency.

Motion to approve the three keynote speakers made by Armando Jimenez, and 2nd by Jessica Barker. **Motion approved.**

Marie Harvey will ask committee to move forward to formally invite the keynote speakers.

Abstract review procedure – put together by committee for this year. Committee has been opened to any OPHA member to participate as reviewers in three different tiers. Motion to accept the revised review process made by JoAnn Miller, 2nd by Laura Daily. **Motion approved.**

Policy Committee – Elisabeth Hartner / for Julie Reeder – recommended that OPHA endorses the Pellet Free Water Act. Motion made to approve by Christian M-A. 2nd by Briana Arnold. **Motion approved.**

Development Committee - Fatima Herrera-Zarate. New Sponsorship packages with the intention to tell a story to prospective sponsors as well as a sponsorship letter, more condensed and more personal. EH spoke in detail about soliciting more sponsorships creatively. Asking board to solicit at least 10 sponsors each for the annual conference.

Phyusin Myint thanked Fatima and Julie Plagenhoef for years of fundraising efforts. PM encouraged everyone to look at the sponsor list for organizational names that we each have relationships with.

Nursing Section update - Julie Plagenhoef. “Lunch and Learn” on May 22nd, rep. Travis Nelson and Anna Stiefvater will talk about public health nursing and policy.

Epi-Biostats – Marie Harvey – eight actively involved people in the group. Next time we will come forward with a proposal to fund scholarships for Epi-Biostats members. We are meeting monthly and currently planning a “Lunch and Learn”.

Declaration of Policy Principles – Elisabeth Hartner. Policy Declarations and Vetted Endorsements form – based on CHLOEs version. EH asking BOD to approve the declaration of policy principles with the amendment which includes a regular process where the Executive Director can bring the endorsement to the EC and the EC will approve. Motion to accept this proposal made by Stacy Brubaker. 2nd by JoAnn Miller. **Motion Approved.**

Elisabeth Hartner recognized Dana Merrill’s willingness to host a two-hour training session for EH, Colin Crader (ED for People’s Nonprofit Accelerator) and their Development Director.

EH thanked everyone for taking the strategic visioning survey. We recognize that this was time consuming. We will create sub committees to address the categories.

EH met with Sarah Anderson at Office of Rural Health from OHSU. We are exchanging sponsorships at each other’s conference. A way to us to be creative in terms of best use of resources. We are exchanging exhibitor’s sponsorships at each other’s conferences.

12:00 Meeting Adjourned