

# MEETING MINUTES

## OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

### DETAILS

The meeting was held with a Zoom connection on **Friday, October 16, 2020**. The meeting started at: 10 AM and finished at 12 PM.

### ATTENDEES:

<i>In Person on Zoom</i>	<i>In Person on Zoom</i>	<i>Not Present</i>
<b>Board Members:</b>	Yesenia Castro	Glendora Claybrooks
Angela Weaver	Craig Mosbaek	Kim La Croix
April Lawless	Marie Harvey	Allison Myers
Beth Doyle		Sheree Smith
Caryn Wheeler		Jackie Leung
Clair Raujol		
David Huntley		
Danielle Droppers		
Robb Hutson		
Phyusin MK. Myint		
Sierra Prior		
Karen Chase		
Mitch Haas		
Mary Ann Wren		
Rebekah Bally		
Jennifer Konick		
Tabitha Jensen		
Tom Engle		
Therese O'Donnell		
<b>Staff:</b>		
Jessica Nischik-Long (Staff)		

#### **10:00 Call to Order – Danielle Droppers**

- Introductions/Roll call

#### **10:05 September Board Meeting Minutes – Angela Weaver – Information and Adoption (vote)**

- Mary Ann Wren offers a motion to approve September 2020 meeting minutes as written
- Robb Hutson offers a second
- Motion approved unanimously

#### **10:10 Treasurer's Report – David Huntley – Information and Discussion (vote)**

- September financials

#### **Executive Summary:**

- While our on line conference expenses are lower, our organizational sponsors are lower from last year.
- Member dues are at **133%** YTD which is good news.
- Individual Contributions (12,475 - 8 J) is about 60% of budgeted and Training Registration is currently 0.

- We were able to secure a \$10,200 PPP loan to help minimize the COID impact which show in September Liabilities. The forgiveness guidelines will be available soon according to recent US Bank email.
- Our expenses are currently a little higher because we paid our Memberclicks yearly to take advantage of a discount.
- This years' Reserve Fund is \$69,771 and is higher than our current \$60,253 unrestricted net assets.

(September is 75% of the year.)

**Required Reserve Fund:** for the year is \$69,771 Unrestricted Net Assets for September 2020: **\$60,253**

1) **Balance Sheet:**

Total Assets for September (2020) is 145,273 which is 3,259 over that of September 2019 (row10 F,H).

Total Liabilities September (2020) is 12,741 (24 F) which is mostly the 10,207 PPP loan. Unrestricted Net Assets September (2020) is 60,253 which is 9,609 greater than a year ago (27 F,H)

2) **P & L w/o Sections & Conference.**

Grants & Contracts	Grant this year from State of Safety for \$2,500 (5 J)
Membership Dues	\$ 25,233 YTD <b>33.4%</b> (6 J L)
Total Income	\$ 30,220 YTD 15.5% (16 J -L)
Payroll Expenses	\$ 30,686 YTD <b>80.6%</b> (22 J L) Total Payroll \$42,250
Total Operations	\$ 7,094 YTD 67.0% (40 J L)
Total Travel & Meetings	\$ 138 YTD 3.6% (49 J L)
Net Income	\$ -12,354 YTD 34.8% (52 J L)

3) **P & L Conference**

Total Direct Public Support	\$ 15,300 YTD <b>34.4%</b> (7 J L)
Total Income	\$53,845 YTD <b>51.8%</b> (13 J L) \$555 from 2019 conference
Total Payroll Expenses	\$11,530 YTD 73.0% (19 J L)
Total Operations	\$ 3,518 YTD 55.2% (35 J L)
Total Expenses	\$19,350 YTD. 25.8% (45 J L)
Net Income	\$34,495 YTD 119.8% (47 J L)

4) **P & L Sections (No Change from last month)**

Total Income	\$ 1,080 YTD 22.4 % (9 J L)
Total Expenses	\$ 2,200 YTD 141.5 % (34 J L)
Net Income	\$ - 1,120 YTD - 34.3% (36 J L).

Glossary:

P & L – Profit and Loss

YTD -Year To Date (Combined amounts from January 1 of the year to the last day of the current month.)

- Tom Engle offers a motion to accept the September financials as submitted
- Beth Doyle offers a second
- The motion passes unanimously

- Tabitha Jensen moved to approve the additional amount of \$2,162 to pay Dana for her work on the conference
  - Danielle Droppers provided a second
  - The motion passes unanimously
- Recruiting 2020 budget committee members. The budget committee is ad hoc and will get together several times between now and the retreat.
  - Tabitha might have time to help
- Section budgets are due to David by November 20<sup>th</sup>. If you don't have the budget template, please let him know.

#### **10:20 President's Report – Danielle Droppers – Information and Discussion**

- New secretary for the coming year (looking for volunteers, we want to do elections next month)
  - Sierra might be interested
- Low-income membership threshold
  - Unresolved from past board meetings. The Executive Committee recommends referring to Membership Committee for a proposal in March.
- Retreat planning
  - Need volunteers to help with planning
  - December 4, tentatively scheduled for 9am-3pm
  - Rebekah, Robb, Karen Chase, and Phylis have volunteered to help.
- Board vacancies, two director-at-large (filling vacancies left by Nicole Fields and Tabitha Jensen, now our president elect) and Region 1 (Sierra Prior moving out of Region 1)

#### **Committee Reports:**

##### **10:45 Program Committee – Marie Harvey & Jessica Nischik-Long – Information**

- Registration numbers – 415 people!
- Other conference highlights – Overall went very well. Poster session went well too! Maybe a bit more networking could have taken place. The lounge was really neat and fun for people who were utilizing it.
- Might offer access to the platform/conference for a less registration fee since the platform is up for 2 more months.

##### **10:55 Policy Committee – Nathaniel Boehme – Information and Discussion**

- Updates on LC Racism as a Public Health Crisis
- Measure 108 – Vote (not enough online votes)
  - Tobacco and E-cigarettes tax increase (yes vote increases \$2.00 per pack and provides the first tax increase on E-cigarettes)
  - The majority voted yes (12 vs 5) to support the measure.
- Measure 110 – Vote
  - Drug decriminalization and a yes vote makes possession no more than a class E classification and a small fine. However, it takes money away from some of the current drug and addiction recovery programs and puts money instead towards assessment. There was discussion for yes or no vote.

- The majority voted yes (9 vs 5) to support the measure. There is a request to create a statement to go along with the vote and Clair will ask the Addiction Prevention Section if they can help.
- Committee plans for prioritizing 2021 work – tabled until next meeting.

**11:25 Development Committee – Allison Myers – Information - Tabled**

- Final numbers on OPHA 2020 Sponsors and Exhibitors
- Fundraising plans for fall and 2021

**11:30 DEI Committee – Rebekah Bally and Phytusin Myint – Information and Discussion**

- Plans for Healing Circles – many communities are being impacted during this time. Looking for holding healing circles with the Native American PSU representatives Jolene and Kelly, and looking at how colonialism has affected native wellness, and what this means? There are some potential partnerships and other educational opportunities through the DEI committee.

**11:45 New Business, Coalition & Section Updates – Danielle Droppers**

- DEI Committee is now a committee! Voted at the annual meeting and now a standing committee at OPHA moving forward. We are also working on the committee's governance structure, electing a chair and co-chair and establishing a budget.

**12:00 - Adjourn**

**Upcoming Board Schedule:**

- **November 19**, Thursday, New Board Member Orientation 11am-12:30 pm
- **November 20**, Friday, Monthly Board meeting 10:00 – 12:00
- **December 4**, Annual Board Planning Retreat 9:00 am - 3:00 pm