



Agenda: Board of Directors Meeting
Friday, January 19, 2024 - 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	
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

10:05 Meeting Called to order by Tamara Falls

Elisabeth Hartner shared a video with a reflection on Dr. Martin Luther King Jr. and disinvestment in communities. A video clip from [Ashanimfukoofficial](#) on IG spoke about Black Economic Empowerment and all of us living an anti-racist lifestyle.

December 15, 2023, Meeting Minutes presented by Christian M-A – motion to approve minutes as written made by Karen Chase, 2nd by Armando Jimenez, Kim Valdez abstained. **The minutes were approved.**

President's Report

Tamara Falls explained that new board candidates were recently added to the board election process, which is why the Board has not heard from the EC about candidates yet. More information coming after an additional three candidates have stepped forward. During the retreat in February final board elections will be carried out.

When considering conference sponsors we are encouraged to broaden the list. Consider who might be missing from the annual call list. Please reach out to Tamara, Elisabeth, and/or Fatima for additional information or if you have ideas. As an example, we could include more climate or environmental organizations than we have in the past. Fatima Paola Herrera-Zarate added that this could be a great opportunity to form relationships with organizations, so they know who OPHA is.

Executive Director Report

Elisabeth Hartner mentioned that Chantell Reed, Tamara Falls, and Elisabeth have been planning the retreat and developing questions before the retreat that will help us all reflect and have a thinking space ready for the retreat work.

Tamara Falls and Elisabeth Hartner met recently with the Multnomah County Climate Justice Team and the Coalitions of Communities of Color about the Smart Surfaces grant. We are exploring how we can collaborate with these teams on some projects that they lead the efforts on. We are further mapping to identify partners in the Portland Metro and across Oregon. Consider partnering with OHA to implement initiatives. Tamara Falls mentioned that there's an opportunity to work with the City of Portland and additional legislators.

Additionally, Elisabeth mentioned that she serves on the Clinical Advisory Panel for PODER, and they are hosting a member assembly/town hall on Friday 1/26/24 in person. OPHA is an event sponsor.

Bylaws implementation update provided by Elisabeth. We are asking for permission for the Executive Committee (EC) to approve of application and scoring materials - vote to allow the EC to approve each committee position description application and rubric as they come in. This way they don't all have to go through the full Board every time there's an update. Tamara Falls added that the EC currently reviews applications, but it doesn't have to continue to be that process. Tamara then called for a **motion to accept that the EC approves the position descriptions, applications, and evaluation rubrics for each committee as they come in.** Greg Sebastian so moved, Karen Chase 2nd. **Motion approved**

Treasurer's Report

Robb Hutson provided details on the budget process and amounts for 2024. Firstly, the EC requested a \$2,500 Performance Bonus for Dana Merrill because of the absence of ED – the amount is built into the proposed budget, so no separate vote is needed if the budget is passed. Robb went over line items to explain decreases and increases from last year.

(Proposed 2024 Budget attached in email from Robb Hutson to Board on 01/19/24). Kim Valdez Made a point that we need to keep investing in those who invest in us (OPHA employees). Greg Sebastian asked for clarification regarding the Smart Surface grant funds in the budget. Robb answered that it was in the budget.

Karen Chase mentioned that we are in the best possible position in years and proposed to plan for the long term. In addition, we can start producing opportunities and not just asking for funds.

In addition, Robb Hutson explained that we moved \$100K to a new account that earns 4+% instead of the previous 0.5%. We also require 6 months of operating capital, and we are well beyond that now.

Elisabeth Hartner would like to address a funds-building strategy in the upcoming retreat and discuss a fund development plan. Elisabeth met with Susan Parsons from Peoples' Nonprofit Accelerator, who recommends OPHA as a recipient of an \$8,000 grant from the Kaiser Foundation, which could be used to connect with fund development professionals who can help us generate new funds. Elisabeth encourages any board members to engage in this work as it happens.

Robb Hutson called for a **motion to adopt the proposed 2024 budget**. It was so moved by Kim Valdez, 2nd by Stacy Brubaker – **the proposed budget was approved unanimously**.

New Section Update

Elisabeth Hartner shared a proposal for the Food and Nutrition Section from Tom Sincic. Once this initial proposal has been accepted, the section will create a more comprehensive structure and formal guidance documents. Comments by Kim Valdez that this is a great opportunity to learn how to create a special interest section. Laura Daily asked questions about sections working together especially as a potentially new weight-inclusive section goes through the same process. Laura will forward the proposal via email to the board. Angel Harris appreciated the passion shown by Tom Sincic and feels that this is an opportunity for OPHA to lead and not follow. Tamara Falls called for a **motion to accept the special interest section proposal**. So moved by Briana Arnold, 2nd by Angel Harris, the **motion was approved unanimously**. Elisabeth Hartner will email the entire 10-member section to let them know that they now need to elect the section leader and provide them with the next steps.

Committee Updates

Fatima Paola Herrera-Zarate provided a development committee update around the start of work on the scholarship package and sponsorship pages for the conference. Meeting in February to continue the work.

Section Updates

Julie Plagenhoef provided a Nursing Section update. Lunch and Learn last year was a success. This year we will expand to three Lunch and Learns throughout the year with the following topics: modernization and PH nursing, policy, and climate change impact on PH nursing. Greg Sebastian mentioned that he encourages collaboration to reach out to him for climate change.

Elisabeth Hartner provided an update on behalf of Taryn Eudaly on the Disabilities Section. Elisabeth has been working with Ashley and Jessica, the two co-chairs, as well as Janet, who supports the conference planning. Although this section has traditionally supported the conference, perhaps we could engage more with the membership to see if we can do more for organizational leadership to serve the disability community. Visioning session coming up.

New Business

JoAnn Miller had questions about the mechanics of donating \$15,000 from the original Oral Health Coalition to the Oral Health Section under OPHA. Robb Hutson expressed appreciation and answered how to donate.

Comments about winter climate from Angel Harris were a reminder that rough weather is now normal and that many of us are unprepared for this. Make sure we put plans into action and identify resources that we can share with the state. Greg Sebastian thanked Angel for the inspiration to do more and for the reminder that a large portion of housing in Oregon is from the 1950s and older without proper insulation.

Elisabeth Hartner shared a reminder to complete the demographic survey that was shared as a link via email last week. so that we can understand the composition of our Board and inform us when looking at new board members.

11:51 – Adjourned by Tamara Falls