

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

The meeting was held in person October 17, 2022. The meeting started at: 2:30 pm and finished at 3:45pm.

ATTENDEES

People present at the meeting:

In Person	Phone	Not Present
Angel Harris		Alicia Lee
Danielle Droppers		JoAnn R. Miller
Christian Moller-Anderson		Julie Plagenhoef
Fatima Paola Herrera-Zarate		Therese Hooft
Jackie Leung		Yesenia Castro
Karen Chase		
Marie Harvey		
Oralia Mendez		
Pam Pearce		
Phyusin Myint		
Renee’ Menkens		
Robb Hutson		
Tabitha A. Jensen		
Tamara Falls		
Tom Engle		
Jessica Nischik-Long (Staff)		

OPHA BOARD Meeting Monday, October 17, 2022

2:30 – 3:45 pm

Wells Fargo Room

LaSells Stewart Center, Corvallis, OR

<https://us02web.zoom.us/j/84635075583>

Meeting ID: 846 3507 5583

Passcode: 817136

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

2:30 Call to Order – Tabitha Jensen

- Introductions/Roll call

September Board Meeting Minutes – Tamara Falls – Information and Adoption (vote)

Motion: Approve the September Board of Directors Minutes as provided.

Motion was seconded and passed unanimously. Minutes were approved.

Treasurer’s Report – Robb Hutson

- September financials
- Preview of Annual Meeting Treasurer’s Report
 - Excess of over fifty thousand, which is higher than this time (through September 2022) than in the past five years

President’s Report – Tabitha Jensen – Information and Discussion

- Planning for new secretary for the coming year
 - Looking for OPHA Secretary for 2023. Secretary will be appointed at the November meeting and begin duties in January.
- Director Nora Frank-Buckner has stepped down
 - There is another Director at Large position currently open. A message can be sent to full membership to notify members that there are two Director at Large positions open. Suggestion to post the openings for a limited time to ensure the positions are filled soon. Suggestion to notify anyone not elected to positions. Those interested will need to apply and will be appointed by the Board (not elected by a membership vote).
- Appoint new chairperson of the Health Policy & Advocacy Committee (vote)
 - Julie Reeder has applied to be the Chair of the Health Policy Committee, no abstentions, motion passes
- Dates for November board meeting & annual retreat and December budget discussion
 - Board retreat will be November 11th in person at a location TBD. There’s a possibility of offering a hybrid option of both in person and online. Suggestion to hold the meeting in a location outside of Portland. Reminder that there is a stipend

available for travel for those who have to travel outside their area to attend the meeting for 100 miles each way.

- Request to join an amicus brief regarding the Oregon [Climate Protection Program](#), operated by DEQ
- Update on Bylaws project (Jessica)
 - The work is ongoing and complex. The Board will spend time at the retreat in November to work on the bylaws.
 - There is a need to clearly establish requirements regarding what a committee is and what a section is, etc.
 - Bylaws must be done first, then we can create charters to establish things like what it means to be a voting member of a committee, etc.

Committee & Section Reports:

3:10 Addiction Prevention Section – Pam Pearce & Clair Raujol – Information and vote

- Increased cost for section membership with Nonprofit Learning Lab, other budget updates <https://www.nonprofitlearninglab.org/>
 - Request for funds to cover the cost of the nonprofit learning lab membership. Access to the membership and training resources assist members with training needed for certified prevention specialist credentials. The total section request is \$1,500.
 - The section budget is high due to substance abuse training the section provided (at a cost), the section would like to reinvest their funds in the nonprofit learning lab.
 - Suggestion to highlight the work of this section to encourage other sections to use funds to help further education/training.
- **Motion to approve the new section budget, second. Motion unanimously approved.**

Program Committee – Marie Harvey & Jessica Nischik-Long – Information

- Registration update
 - Attendance/registrations this year are 531, which is one of the biggest attendance years for the conference.
- Conference 2023 and 2024 dates confirmed: October 16-17, 2023 and October 7-8, 2024
- Leadership dinner tonight at Magenta

Development Committee – Fatima Herrera-Zarate and Jessica Nischik-Long – Information

- Update on OPHA 2022 Sponsors and Exhibitors

- The conference fundraising goal was met; total raised from the conference is \$56,600 (goal was \$55,100)

Acknowledgement of outgoing Board President Tabitha Jensen – PhyuSin Myint postponed until the leadership dinner.

3:45 - Adjourn

Upcoming Board Schedule:

New Director Orientation, November TBD, Zoom

Board Meeting, Friday, November 11, part of annual retreat

Board Retreat, Friday, November 11, all day

Board Meeting & Budget Discussion, Friday, December 9, 10:00 – 12:00, Zoom

Other upcoming dates:

November 5-9 – APHA Annual Conference & Meeting

December 9 – Board Budget Discussion, 10:00 – 12:00, Zoom