

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

The meeting was held on Zoom on July 16, 2021. The meeting started at: 10:07am and finished at 11:58AM.

ATTENDEES

People present at the meeting:

<i>Zoom</i>	<i>Phone</i>	<i>Not Present</i>
April Lawless		Allison Myers
Angel Harris		Marie Harvey
Clair Rajol		Rebekah Bally
Chandra Char		Rebeckah Berry
Danielle Droppers		Renee Menkens
Jackie Leung		
Jennifer Griffith-Weprin		
Karen Chase		
Mary Ann Wren		
Nora Frank-Buckner		
Oralia Mendez		
Phyusin Myint		
Rob Hutson		
Tabitha Jensen		
Tamara Falls		
Therese Hooft		
Tom Engle		
Yesenia Castro		
Jessica Nischik-Long (Staff)		

KEY FINDINGS AND DECISIONS

The following key findings and decisions were made:

- Develop ad-hoc workgroup to focus on programming and grant application process.
- Tabitha Jensen voted in as interim treasurer, serving until October 2021
- Tamara Falls voted in as interim secretary, serving until October 2021
- New award category: health equity award, will be discussed at next DEI Committee meeting, then additional award category will be voted on via email by board.
- Adoption of agenda will take place at meetings moving forward.
- Suggestion to add board member updates to board agenda.
- Suggestion to add public health discussions, highlighting current public health issues to board agenda.
- Suggestion for Committees to submit written reports which would allow more time on the agenda for board and public health updates.
- Amendment to these meeting minutes requested at the August 2021 board meeting: the termination of OPHA membership for Mitch Haas voted on by the board in June 2021 is permanent.

10:07 Call to Order – Danielle Droppers

- Roll call – Jessica Nischik-Long

10:07 President’s Report – Danielle Droppers

- Re-centering antiracism and future infrastructure
 - Survey will be sent out soon to the board to collect ideas about next steps, what you would like to see in processes going forward.
 - Recommendation to share decision to remove Board member with membership.
 - Decision to move forward and not put out a statement and instead devote time to planning and development of infrastructure to ensure OPHA is an equitable organization.
 - Nonprofit Association of Oregon (NAO)’s guidance about funding opportunities for this work – Jessica Nischik-Long. <https://nonprofitoregon.org/>
 - By laws need to be revised. Need to have a lawyer to review bylaws, may consider Kaiser foundation for review.
 - Other work such as strategic planning and turning planning into programming; suggestion to submit as grant application to multiple foundations to see which foundation which may be interested in funding the work.
 - Jessica will come back to the board soon with asks for help regarding starting to develop programs and turning that into a grant application.
 - Recommendation to form an ad-hoc workgroup to develop grant application.
 - Recommendation to leverage municipality and other non-profit work in this area.
 - Leadership transitions
 - April Lawless, Health Education & Promotion Section Rep (resigned in May)
 - Temporary treasurer (board vote)
 - Treasurer David Huntley resigned in June; Tabitha Jensen has agreed to serve as interim treasure

Motion from Phylusin Myint: Approve Tabitha Jensen as interim Treasurer until October 2021

Second: Karen Chase

Motion passed. None opposed, none abstained.

- Sierra Prior resignation, board vote on new secretary
 - Vote to elect Tamara Falls as interim secretary until October 2021

Motion from Karen Chase: Approve Tamara Falls as interim Secretary until October 2021

Second: Claire Raujol

Motion passed. None opposed, none abstained

- Vote in November to elect new secretary
- Notes will adhere to guidelines of OPHA and include a summary of decisions vs. a transcript of the meeting

- Awards Committee Chairperson needed
 - No volunteers for the Chairperson role, Danielle will follow up with others who have expressed interest.
 - Board vote on offering these awards: Lifetime Achievement, Policy Champion, Emerging Leader, Champion for Healthy Environments (presented by Healthy Environments Section)

Motion from Mary Anne Wren to approve the awards categories shared in the meeting materials packet.

Second: Claire Raujol

Motion passed. None opposed, none abstained

- Recommendation to add health equity award category
 - Phyusin Myint volunteered to help develop the health equity award category
 - DEI Committee meets next Wednesday the 21st and will further discuss.
 - Recommendation to vote by email on new health equity category following DEI Committee meeting
 - Recommendation to add health equity component to all awards and incorporate into existing criteria for award selections
 - Recommendation to honor all nominees and awardees and select multiple winners in each category
- Board meeting dates to note:
 - Monday, October 11 – October board meeting
 - Thursday, November 18 – new board member orientation
 - December 10 – All day board retreat

10:50 May and June Board Meeting Minutes – Information and Adoption (vote)

- Comments regarding June minutes; minutes did not line up with letter to Dr. Haas and did not fully capture process for removing a board member from the board. Also, agenda wasn't adopted, per Roberts Rules requirements.
- ORS guidelines were followed regarding process for removing a board member from the board.
- Future meetings will include adoption of the agenda.

Danielle Droppers called for a motion to approve May and June board meeting minutes

Angel Harris motioned to approve May and June board meeting minutes

Second: Oralia Mendez

Motion passed. None opposed, none abstained

10:55 Treasurer's Report

- May and June financial reports
 - Tabitha reviewed the financial reports and noted the budget is on track, only a slight increase in staffing expenses due to additional work on HB2337 which required additional staff time.

Committee Reports:

11:05 Development Committee – Clair Raujol – Information and Discussion

- Reminder for board members to review the sponsor spreadsheet and volunteer to reach out to contacts or suggest contacts if known.
- Request for conference sheet/prospectus to be sent out to board members, Jessica will send out an email with all information in one email.

11:40 Nominations Committee – Kim LaCroix – Information and Discussion

- Call for nominations ongoing
- Nominations and intent to run due **July 31**

- This year's open slots: president-elect, treasurer, three directors at large, regional representative 1 and 3, three nominations committee positions
- Status of ballot
 - Phyuysin Myint has submitted for President Elect
 - Robb Hutson announced running for Treasurer
 - Directors at Large
 - 1 candidate statement received
 - Need candidates from region 3 (Northwestern Oregon and Washington and Yamhill counties)
 - Candidates also needed for nominations committee

11:50 Program Committee – updates– Information and Discussion

- Abstract review was July 9, presenters notified early August
- Preliminary program early August
- Staff are setting up the virtual platform
- **Section meetings on the schedule this year**
- Registration is open & early bird rates end August 31

12:00 Adjourn

NEXT BOARD MEETING

Upcoming Board Schedule:

- Board Meeting, Friday, August 20, 10:00am-12:00pm, Zoom
- Board Meeting, Friday, September 17, 10:00am-12:00pm, Zoom
- Board Meeting, Monday, October 11, 2:45-4:00pm, Zoom

Other upcoming dates & meetings:

- July 31 – Intent to Run and Candidate Statements for Board of Directors & Nominations Committee Due
- July 22 – Nominations Committee meeting, 2:00 – 3:00 pm
- July 31 – Development Committee meeting, 10:30 – 11:15 am
- August 10 – Executive Committee meeting, 12:00 – 1:00 pm
- August 13 – Program Committee meeting, 9:00 – 10:00 am
- August 19 – Policy Committee meeting, 1:00 – 2:30 pm
- October 11-12 – OPHA Annual Conference and Meeting
- November 18 – New Director Orientation immediately followed by regular board meeting
- December 10 – Board Retreat, full day