

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

May 20, 2016
1:00 - 3:00 PM
Portland State Office Building, Room 1D

ATTENDEES

APOLOGIES

In Person

Alexander LaVake

Jana Peterson-Besse

Katherine Bradley

Robina Ingram-Rich

Nadege Dubuisson

Robb Hutson

Kurt Ferre

Layla Garrigues

Lindsey Adkisson

Marti Franc

Rebekah Bally

Staff

Jessica Nischik-Long

Kim Krull

Guests

Mohammed Alyajouri

Phone

Laura Spaulding

Brian Johnson

Caryn Wheeler

Tamara Falls

Katy King

Lila Wickham

Not Present

Dianna Pickett

Mireille Lafont

Abraham Meressa

Maria Elena Castro

Mitch Hass

Danna Drum

Curtis Cude

Marie Harvey

Charlie Fautin

KEY FINDINGS AND DECISIONS

MEETING ACTIONS

<i>Due Date</i>	<i>Action</i>	<i>Person(s) responsible</i>
	Forward names of potential Region 5 board members (Willamette Valley) to Jessica	All board members
	Forward names of potential members' leaders of Medical Section to Robi	All board members
	Solicit Conference sponsorships, starting now. Contact Katherine or Jessica for assistance.	All board members

DETAILS AND BACKGROUND

Call to Order - Robina Ingram-Rich

Meeting called to order at 1:00 PM. Introductions of attendees in the room and on the phone. Quorum present.

April Board Meeting Minutes - Marti Franc

Minutes were sent out with board packet for review. A few changes noted - name spellings and including information about next steps after securing a conference sponsorship.

Motion to accept the minutes with corrections, second: Ayes all, motion carried.

Treasurer's Report - Brian Johnson

Reviewed March and April reports. We are slightly over budget in a few areas related to Public Health Week. Dues are at about 20% of expected and will hopefully increase as we get closer to the conference. We had planned to keep a reserve to handle six-months of expenses and have dipped below that level for the first time. Brian suggested that we keep that in mind to motivate our efforts in reaching out to potential conference sponsors.

Motion to accept financial report, seconded. Ayes all, motion carried.

Request to archive the Financial Controls Policies and Procedures Addendum, which was related to the debit card use. Since we now have a more secure credit card to use, so this is no longer needed.

Motion to rescind, seconded. Ayes all, motion carried.

President's Report - Robina Ingram-Rich

Medical Providers Section. Doctor Shelnutt has stepped down from the chair position. A potential replacement suggested by Rebekah isn't available. Next step is to contact current and potential members to identify a leader. Please contact Robi if you are aware of anyone who may be interested in joining the section and/or in a leadership role.

Maria Elena Castro's board position (Region 5 Representative). She hasn't been a member since 2014 and hasn't been in contact, so she no longer eligible for board membership. We plan to leave the position open until elections. The nominations committee will work on finding applicants. Let Jessica know if you are aware of potential nominees.

Rebekah Bally is currently in a 1-year term as Director at Large #3 and Abraham Meressa is currently in a 2-year term as Director at Large #8. Since Abraham is needing to leave the board, the proposal is to switch these positions to give Rebekah a 2-year term.

Motion to switch Director at Large positions 3 and 8, so that Rebekah is in position #8 and Abraham in #3, seconded. Ayes all except 1 abstention, motion carried.

Executive Director Report - Jessica Nischik-Long

Update on new Policy Committee Chairperson. The new chair will be Sarah Holland and co-chair Jennifer Johnson, both of whom are already members of the committee. Originally there were 4 people from the committee who expressed interest, but two subsequently removed their names. Tom Engle had also volunteered if no one else came forward.

Jessica met with Jenna Yuille and Jake Weigler of Americans for Responsible Solutions regarding partnering possibilities with OPHA. She discussed conference sponsorship with them. Jessica will ask the policy committee to work with them on how to move forward with messaging. Jim Gaudino organized a separate discussion on the gun violence topic, resulting in Jessica and others meeting with Senator Merkley's staff. Cease Fire OR is looking at requesting CDC funding to support their efforts in OR. Jessica will be asking the Policy Committee to discuss opportunities and possibly form a work group to address various gun violence issues and opportunities.

Jessica sent letters of support for two applicants for the CLHO grant re: the future of PH in OR. The Rede Group was awarded the grant.

Jessica was unable to find a volunteer to table at the Physicians for Social Responsibility student essay awards event, which OPHA co-sponsored.

She is continuing to work on the APHA grant related to local health department accreditation and is scheduling TA as a follow-up to the workshop that was provided. Lane, Coos, and Benton counties will receive technical assistance which was offered on a first come, first served basis per the grant.

There are ongoing monthly calls for Plan4Health grant, which was extended through December. We will receive some funding to help complete the work, mostly in an advisory capacity.

Committee Reports:

Development Committee - Katherine Bradley

The draft fundraising plan was reviewed. Board members should start solicitations of potential conference supporters now. We have more space at the conference location for tables, so there will be more sponsorship opportunities. Next fall we will start planning for fundraising right after the conference. We have a goal of 100% of board members making a contribution, amounts to be determined by each member. We'll have donation forms and envelopes at meetings. The committee recommends that we add a space on the form to note if the donation is a tribute or memorial. A suggestion was made that Directors who haven't contributed get an email reminder mid-year. Could also solicit OPHA member donations around other events, such as PH Week.

Katherine announced that 3 conference sponsorships have already been secured. Board members should link back to Katherine, Jessica and Kim after the sponsor has agreed, so that arrangements can be completed. We need current contact names for Moda and Cambia, if anyone has that information. Those who would like to link up with another board member in making solicitations should let Katherine know.

Brian noted that the budget goal would be for each board member to bring in \$2500 in sponsorships.

Nominations Committee - Mohamed Alyajouri

The committee held its first meeting this past Tuesday. The members are working on creating the call for nominations, which goes out the week of June 6, and other documents related to voting ballots. A few board positions will be open, including the representative to the APHA Governing Council. Voting will be online with some paper ballots available at the conference. It's important to try to find nominees outside the Portland metro area; we're also looking for people with financial or fundraising experience. Deadline for submitting nominations will be earlier than last year.

Program Committee - Kim Krull

Call for conference presentation abstracts has gone out. We have 9 submissions and Kim noted the process usually starts out slowly. Cutoff has been moved up this year. Can see information on speakers and other conference logistics on website. The back-up keynote speaker had to pull out, so the program committee is open to suggestions of local speakers. We discussed various opportunities for reaching out to educational programs, students, and also making sure we encourage potential sponsors to submit abstracts.

Early bird registration opens August 1.

New Business, Coalition and Section Updates - Robi Ingram-Rich

Nadege reported the Health Educator Section will hold its professional development event this weekend, with registrations maxed out and higher than last year. Thanks to Robb, Robi and Alexander for volunteering for a panel presentation on public health roles. Nadege also asked if a section can apply for a grant on their own. Brian replied that the Board and Executive Committee oversee the budget, so grant applications need to go through them.

Layla reported on the Nursing Section. Their May 9 luncheon was well attended. Sherry Archer spoke about the collaboration between the Gresham Fire Department and OHSU School of Nursing, providing students with experience in helping with health-related calls. Charlie Fautin received the Public Health Nurse of the Year award.

Jana reported that the Disability Section held an event in March related to working with people with disabilities. They plan to provide another scholarship for the conference this year.

Kurt, chair of the Oral Health Section, reported that he and Dr Chuck Haney have been speaking to students re: fluoridation. Kurt worked on getting fluoridation restarted in Newport, unsuccessfully.

Jessica reported the Healthy Environment Section held a successful Science on Tap event at which Emily York gave a well-received talk on climate change. The section is still interested in hosting a speaker series. Having trouble getting section members engaged. Stay tuned for a get-together of section leaders to discuss member engagement and other issues.

Jessica reported the Epi/biostats Section met this month and is planning other activities. They will have a meeting at the conference and a pre-conference workshop. It was noted that pre-conference workshops might be expanded to help generate additional revenue.

Lindsey Adkisson will be a student this fall in the OHSU RN to FNP program in Ashland.

Kim Krull announced that she is pregnant with a baby girl, due right before the conference. There is a support person through OSU who will be able to help with conference.

Robi is retiring from her job - best wishes!

Adjourn - Robi Ingram-Rich

Motion to adjourn, second; meeting adjourned at 3:02 PM.

UPCOMING BOARD SCHEDULE:

**Board Meeting, Friday, June 17, 1:00 - 3:00 PM, Salem Hospital, D Building, CHEC 1,
939 Oak Street SE, Salem, OR 97302**