OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

July 18, 2014
1:00 – 3:00 PM
NW Health Foundation, Portland

The meeting was called to order at 1:05 PM.

ATTENDEES

Present at the meeting:

**In Person**
- Charlie Fautin
- Josie Henderson
- Jan Wallinder
- Katherine Bradley
- Brian Johnson
- Kim Krull
- Lila Wickham
- Robb Hutson
- Jana Peterson-Besse
- Tom Eversole
- Anna Stiefvater
- Katy King

**Guests:**
- Lesa Dixon-Gray
- Michael Tynan
- Renee Hackenmiller-Paradis
- Sherry Archer

**By Telephone**
- Mark Shelnutt
- Marie Harvey
- Elizabeth Miglioretto
- Jocelyn Warren
- Lesli Leone Uebel
- Tahroma Alligood

**APOLOGIES**

Not present:

**Name**
- Dianna Pickett
- Torrie Fields
- Nancy Findholt
- Sara Gardner-Smith
- Marti Franc
- Maggie Sullivan
- Will Evans
- Kathleen Carlson
- Maria Elena Castro
- Kate Moore
- Tracy Donnelly

**KEY FINDINGS AND DECISIONS**

The following key findings and decisions were made:

- A motion was made to approve the June 2014 Board of Directors Minutes, was seconded, and passed unanimously; Brian and Jana abstained.
- A motion was made to approve the Treasurer’s report, was seconded, and passed unanimously
MEETING ACTIONS

The following meeting actions were agreed to:

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Action</th>
<th>Person(s) responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/25/14</td>
<td>Follow up with OHA regarding sponsorship payment.</td>
<td>Josie and Tom E. if needed</td>
</tr>
<tr>
<td>7/25/14</td>
<td>Send conference hotel reservation information to BOD and Program Committee prior to being made public.</td>
<td>Kim</td>
</tr>
<tr>
<td>10/13/14</td>
<td>Commitment forms sent to Directors along with annual giving request.</td>
<td>Development Committee</td>
</tr>
<tr>
<td>7/24/14</td>
<td>Call for OPHA award nominations out on listserv and posted online.</td>
<td>Kim</td>
</tr>
<tr>
<td>8/1/14</td>
<td>Finalize location of August BOD meeting.</td>
<td>Josie</td>
</tr>
</tbody>
</table>

(Actions are written in the format: [Due Date] [Action] + [email address]. If there is no due date set then leave blank)
DETAILS AND BACKGROUND

Agenda Topic 1: Minutes

- **Motion:** A motion was made to approve the June 2014 Board of Directors Minutes, was seconded, and passed unanimously.

Agenda Topic 2: Treasurer Report

- Jan briefly reviewed the Treasurer’s Report. Everything is where it should be this time of year; balance sheet looks low since OHA payment has not been received – Josie will follow up with the help of Tom E. if needed.
- **Motion:** A motion was made to approve the Treasurer’s report, was seconded, and passed unanimously.

Agenda Topic 3: Committee Reports

- Nominations Committee – Josie Henderson
  - Call for Nominations went out on listserv and is posted on website.
- Program Committee – Marie Harvey
  - Abstract review was July 15 in Corvallis; successful and fun review with 105 presentations accepted; presenters will be notified early August.
  - Registration will open in mid-August
  - Joyce Gaufin, APHA President will provide a leadership workshop on Monday evening that will overlap with the poster session.
  - FPHTF as closing plenary and will be planned by Josie, Marie, Charlie and Renee Hackenmiller-Paradis; Tom E. suggested that this be a panel to encourage discussion.
  - Hotel blocks will be made available to BOD and program committee
- Development Committee – Katherine Bradley
  - Update on confirmed sponsors – ONA and Moda have been confirmed
  - Goal tracker at $43,750 (73%)

Agenda Topic 4: Executive Director Report

- Consideration of next meeting location being a social event in addition to regular OPHA BOD business; Josie has offered to host event at her home or Directors can meet for happy hour after meeting at NWHF.

Agenda Topic 5: Future of Public Health Task Force – Michael Tynan & Renee Hackenmiller-Paradis

- Michael provided a brief overview on the purpose and immediate goals of the FPHTF.
- BOD partook in an informative discussion about next steps and past experiences.

Agenda Topic 6: Awards Committee – Alissa Leavitt

- Awards criteria has stayed the same; nominations are due September 12th; Call for nominations will go out on the listserv soon.
- Volunteers for committee members – Marie, Anna, Jocelyn

Agenda Topic 8: Adjourn

- The meeting was adjourned at 3:01 PM
UPCOMING BOARD SCHEDULE:

Friday, August 15, 1:00-4:00pm TBD