MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

Meeting was held on Friday, February 15, 2019 from 1:00 – 3:00 pm, at the Northwest Health Foundation, 221 NW Second Ave, Suite 300, Ramona Room, Portland, OR. Meeting was also held via Zoom webinar: https://zoom.us/j/599026050, 669-900-6833 or 646-558-8656,

Meeting ID: 599 026 050

ATTENDEES

People present at the meeting:

<table>
<thead>
<tr>
<th>In Person</th>
<th>Phone</th>
<th>Not Present</th>
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<tbody>
<tr>
<td>Beth Doyle</td>
<td>Rebekah Bally</td>
<td>Katie Harris</td>
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<tr>
<td>Tom Engle</td>
<td>Scott Brown</td>
<td>Marie Harvey</td>
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<tr>
<td>Marti Franc</td>
<td>Danielle Droppers</td>
<td>Tony Lapiz</td>
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<tr>
<td>Mitch Haas</td>
<td>Jenny Faith</td>
<td>Jackie Leung</td>
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<tr>
<td>Therese Hooft</td>
<td>David Huntley</td>
<td>Allison Myers</td>
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<tr>
<td>David Huntley</td>
<td>Diana Rohlman</td>
<td>Elizabeth Sampedro</td>
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<tr>
<td>Robb Hutson</td>
<td>Caryn Wheeler</td>
<td>Tony Lapiz</td>
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<tr>
<td>Tabitha A. Jensen</td>
<td>Mary Ann Wren</td>
<td>Mireille LaFont</td>
</tr>
<tr>
<td>April Lawless</td>
<td>Maija Yasui</td>
<td>Kim LaCroix</td>
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<tr>
<td>Craig Mosbaek</td>
<td>Sheree Smith</td>
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<td>Angela Weaver</td>
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Staff

Guest

Jessica Nischik-Long
KEY FINDINGS AND DECISIONS

The following key findings and decisions were made:

- January Board Meeting Minutes and Financials were approved
- The Board adopted the 2019 balanced budget

The following meeting actions were agreed:

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<tr>
<th>Due Date</th>
<th>Action</th>
<th>Person responsible (email address)</th>
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DETAILS AND BACKGROUND

1:00 Call to Order – Marti Franc

- Introductions/Roll call

1:05 January Board Meeting Minutes – Craig Mosbaeck/April Lawless – Information and Adoption (vote)

- Motion to approve the Board Meeting Minutes with noted corrections
  - David Huntley moved,
  - 2nd by Mitch Haas
  - Motion passes unanimously

1:10 Treasurer’s Report – David Huntley – Information and Adoption (vote)

- Dave presented January financials

Motion to approve the January financials

- Beth Doyle moved
- Terese Hooft offered the 2nd
- Motion passes unanimously

1:20 President’s Report – Craig Mosbaek – Information and Discussion

- Craig is part of workgroup led by The Partners Group to work on reaching out to private sector businesses to increase collaboration between the public health and business community
  - David Huntley is working on a similar initiative, working to get businesses related to tobacco education and business involvement in community health initiatives
- Update on Strategic Planning Initiative
  - Some objectives will be taken on by specific committees
  - Others need to be assigned to a committee or a workgroup will need to be formed to work on the activities
- Chairpersons needed for Communications and Development Committees
  - Marti would be willing to co-chair the Development Committee for one year if there is someone who would be a co-chair
  - Some of OPHA’s materials may need to be updated to reflect the current strategic planning priorities to create a good “elevator speech” when reaching out to potential donors
• Rachel Prusack Policy Breakfast Recap:
  o Brought in $1600, net revenue of $1000
  o Survey of how the breakfast went and there were some logistical issues but most reviews were positive
  o Might consider using The Kennedy School next time for venue but would also use The Slide Inn again
  o Would like to do more of these, at least once per year but probably twice per year

1:30 Budget – David Huntley

• David presented a balanced budget
• Also presented options for changing the balanced budget as presented with the following increases:
  o Option 3: Send ED to APHA ($2108)
  o Option 4: Travel for 2 out-of-state conference keynotes ($1056)
  o Option 1: Increased Hours ($1231)
  o Option 2: Pay Increases ($2946)
• We could discuss ways to increase revenue to make up for these increases
  o Possibly increase conference fees
• In the future, be sure that cost-of-living increases are included in the budget and there is a need to ensure a better process for including this initially.

Motion to adopt the 2019 balanced budget plus adding Option 2, (pay increases and increased hours, including cost-of-living increases for ED at 6% and Amy at 3%).

  o Motion from Robb Hutson
  o 2nd from Beth Doyle
  o Motion passes unanimously

• Total cost for sending ED to APHA needs to be calculated, including labor hours
• We need to make a decision about sending the ED to APHA by May Board meeting
• Program Committee is brainstorming keynote speakers and have been working under the assumption that they can bring in out-of-state speakers
  o Board needs to decide on whether to fund out-of-state travel for 2 keynote speakers

2:00 National Public Health Week Planning – Robb Hutson – Information and Discussion

• Heather Owens is new person in charge of National Public Health Week for OHA
• Robb is still working on getting ahold of her

2:40 Committee Reports:

• Policy Committee – Beth Crane – Information, Discussion, and Votes
  o Recap of Public Health Advocacy Day
    o 117 people registered
    o Representatives and Senators as speakers who talked about their policy priorities
    o Katie King – Training on How to Be A Public Health Advocate
    o OHSU Nursing Students were very well prepared
      ▪ The bill related to Translating Prescription Labels was brought to the Policy Committee by Kristen Beiers-Jones and Kristen worked closely with the OHSU Nursing Students to educate them on advocacy
      ▪ Strong connection with equity work and reducing health disparities
2019 Oregon Legislative Session Endorsement Requests
- Paid Family and Medical Leave
  - Endorsement request needs clarification on number of hours of increase
  - Board will consider at a later date
- Children’s Service Districts (aka children’s special districts)
  - Local communities could establish a children services district and would allow them to levy taxes for specific initiatives
  - Vote on whether to endorse this bill
    - Approved by Board
    - April Lawless abstaining

Membership Committee – David Huntley – Information and Discussion
- We want to provide an annual membership report. Dave has reached out to the Epi/Biostatistics Section to assist with this
- There will be regular meetings of this committee in the coming year

3:05 Fundraising and Resource Development – Jessica Nischik-Long – Information and Discussion
- Fundraising is a shared responsibility between all Board members and is primarily for the conference
- Fundraising will be discussed in more detail at the March Board Meeting.

3:07 - Adjourn

UPCOMING BOARD MEETINGS
Board Meeting, Friday, March 15, Portland State Office Building, Room 1-D, Portland
Board Meeting, Friday, April 19, Location TBD
Board Meeting, Friday, May 17, location TBD

OTHER IMPORTANT DATES
Executive Committee meeting, Tuesday, March 5, 2019

Other Important Dates:
Program Committee meeting, March 8, 9-10am