



## 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
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The following meeting actions were agreed:

<i>Due Date</i>	<i>Action</i>	<i>Person responsible (email address)</i>

## 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,
  - 2<sup>nd</sup> 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 Mosbaeck – 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 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:
  - Brought in \$1600, net revenue of \$1000
  - Survey of how the breakfast went and there were some logistical issues but most reviews were positive
  - Might consider using The Kennedy School next time for venue but would also use The Slide Inn again
  - 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:
  - Option 3: Send ED to APHA (\$2108)
  - Option 4: Travel for 2 out-of-state conference keynotes (\$1056)
  - Option 1: Increased Hours (\$1231)
  - Option 2: Pay Increases (\$2946)
- We could discuss ways to increase revenue to make up for these increases
  - 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%).**

- Motion from Robb Hutson
- 2<sup>nd</sup> from Beth Doyle
- 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
  - 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**
  - Recap of Public Health Advocacy Day
    - 117 people registered
    - Representatives and Senators as speakers who talked about their policy priorities
    - Katie King – Training on *How to Be A Public Health Advocate*
    - 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