

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

The meeting was held via Zoom June 16, 2023. The meeting started at: 10:00am and finished at 12:00pm.

ATTENDEES

People present at the meeting:

<i>Present Virtually</i>	<i>Absent - Excused</i>
Alicia Lee	Christian Moller-Andersen
Angel Harris	Marie Harvey
Armando Jimenez	Oralia Mendez
Briana Arnold	
Fatima Paola Herrera-Zarate	
Jackie Leung	
JoAnn R. Miller	
Julie Plagenhoef	
Kayla Mayer	
Karen Chase (arrived at 10:50)	
Kathryn McKelvey	
Kim Valdez	
Marie Harvey	
Oralia Mendez	
Phyusin Myint	
Rebeckah Berry	
Renee' Menkens	
Robb Hutson	
Tabitha A. Jensen	
Tamara Falls	
Julie Reeder – Policy Committee Chair	

10:00 am - Meeting called to order by President Phyusin Myint

- Motion to approve the May board meeting minutes. Motion seconded; Motion carried.

Treasurer's Report presented by Robb Hutson.

- No changes since last report at the May Board meeting

- Updated 2022 end of year financials. Reserve funds are still within required guidelines and over the 6-month requirement currently (closer to 11-12 months in reserves)

President's Report – Phyusin Myint

- The Executive Committee decided to forgo the interim Executive Director option and allow for more time to think about the ED position. A search committee will be led by Tabitha Jensen and will provide an update on the status of the search at the July board meeting.
- Jessica left a transition plan that details work to be done until the next ED is selected, board members are asked to reach out to Phyusin or other Executive Committee members to indicate how they can help during the transition.
- Tabitha is working on a project regarding workforce development and diversifying the workforce. Please contact Tabitha if you can help at or know of resources in this area tjensen@newavenues.org . Kathryn volunteered to help.
- Revised Registration Payments and Cancellations Policy is Published <https://www.oregonpublichealth.org/conference-registration>
- Proposal to offer complimentary conference admission to state legislators and/or their staff. All the state senators and house reps received outreach. Invite is to legislator and staff, and we already have 2 people respond to attend.
- Scholarships for Disability Sections proposed two conference scholarships for the Disability Section. **Motion presented, motion seconded, motion carried.**
- Conversations about needing to increase the salary to be in line with market rate. The Board will need to explore ways to support the increased cost such as increasing conference fees and workforce development grant opportunities.
- Recommendation from the Executive Committee to increase the ED position from ¾ time to full time. **Motion presented, motion seconded, motion carried.**
- The Executive team and the search committee will make recommendation regarding key elements of this role and share it with the Board hopefully by the next meeting in July.
- The role of the ED shapes the direction of OPHA and time, and care will be taken to ensure the job description and core elements of the job are well thought out.

Awards Committee report from Renee Menkens

- Draft agenda review for the annual meeting/awards luncheon. Award nomination will be sent out at the end of this month and nominations are due back by 8/28.

Policy Committee report from Julie Reeder

- House Bill 2925
 - The bill has been approved and is moving forward.
 - No update on HB2918.
 - HB3090 has died.

- Policy committee will meet this Wednesday, 6/21, and discuss how to implement the new voting requirements outlined in the updated OPHA bylaws.
- The policy committee may work on creation of a legislator report card.

Program Committee report from Phyo Sin Myint

- Phyo Sin provided an update on payments for plenary speakers.
- Early bird registration opens June 1
 - Registration will close the Thursday before the conference.

Development Committee report from Fatima Herrera-Zarate

- 2023 Updated Sponsorship Packet & Fundraising letter is ready. Make sure all OPHA BODs access the [Link to Sponsorship Log](#) and add their name by potential sponsors they will reach out to.
- Fundraising is a critical OPHA revenue stream, and we need Board members support.
- Build out of Scholarship Sponsorship – volunteers needed. No organizations have expressed interest in providing scholarships yet.
- Prospectus and sponsor application are online:
<https://www.oregonpublichealth.org/sponsors-and-exhibitors>

Nominations Committee report from Angel Harris

- Angel provided an update from the Board Skills survey. Most needed skills from Board members include fundraising, grants, policy, advocacy, and personnel management.
- Exit interviews for board members who are leaving.
- If you are interested or have a suggestion for President elect nominations, please reach out to Craig Mosbaek at cmosbaek@gmail.com.
- Three “At Large” board members, in addition to representative board members for SW and Eastern Oregon recruitments, total of five board members. Please let Craig know by emailing cmosbaek@gmail.com if you know of anyone who might be interested in these positions.

11:40 – Meeting adjourned by Phyo Sin Myint.