

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

Northwest Health Foundation
 221 NW Second Ave, Suite 300, Arthur Room, Portland, OR
<https://zoom.us/j/599026050>
669-900-6833 or 646-558-8656
Meeting ID: 599 026 050

ATTENDEES:

<i>In Person</i>	<i>Phone</i>	<i>Not Present</i>
April Lawless	Beth Doyle	Angela Weaver
Craig Mosbaek	Caryn Wheeler	Danielle Droppers
Marti Franc	David Huntley	Diana Rohlman
Rebekah Bally	Jackie Leung	Elizabeth Sampedro
Tom Engle	Kim La Croix	Marie Harvey
	Katie Harris	Mireille Lafont
	Maija Yasui	Mitch Haas
	Mary Ann Wren	Robb Hutson
	Tabitha Jensen	Sheree Smith
		Therese O’Donnell
		Tony Lapiz
		Allison Myers
		Jenny Faith
Jessica Nischik-Long (Staff)		

KEY FINDINGS AND DECISIONS

The following key findings and decisions were made:

- A loan from the general fund to the Addiction and Prevention Section will be provided to cover expenses for training

The following meeting actions were agreed upon:

<i>Due Date</i>	<i>Action</i>	<i>Person responsible (email address)</i>
ASAP	Directors will inform the Development Committee know if they are not able to make sponsorship asks that you have been assigned	All directors

1:00 Call to Order – Craig Mosbaek

- Reminders for effective Board Meetings
 - Pay close attention to those members on the phone. Possibly check in more often
 -
- Introductions/Roll call

1:05 May Board Meeting Minutes – Craig Mosbeck

- One edit to May meeting minutes: p.3 – Policy Committee (possibly that...) Check with Beth on completing the sentence
- Rebecca Bally moves to accept minutes with one correction
- Marti Franc provides the 2nd
- May Board meeting Minutes are approved

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

- **Addiction Prevention Section budget revisions:**
 - The discussion focused on whether to provide a loan from the overall budget to assist the section with expenses associated with putting on the training. There is currently a waiting list for training attendees so the risk is low that the money wouldn’t be able to be paid back. Jessica reviewed the bylaws and they state that the section can request a loan of this kind as long as they provide a budget and if they are unable to repay the loan, they must bring an action plan to the Board that explains how they will fill the gap.
 - It was mentioned that when sections put on a large event, they will give 10% to the general fund. Also, that this is a great marketing opportunity to bring in general OPHA members
 - The AP section will provide periodic updates on the training and income being generated
 - Tom Engle moved we approve the budget change and loan the money to the AP section until their revenue comes in
 - 2nd came from Katie Harris
 - The motion passes unanimously
- **May financials:**
 - We continue to meet the required reserves
 - Membership dues and total income are a bit below but usually increases we get closer to the conference. Our membership numbers are the highest they have been in a long time.
 - All seems on track
 - Motion to approve Treasurer’s report by Marti Franc
 - 2nd from Tom Engle
 - Motion passes unanimously

1:25 President’s Report

- Craig will be starting his position with OHA in Health Policy and Analytics
- Section funds discussion with all sections:
 - A new policy is being discussed that would encourage sections to use their funds
 - It would create a system where section funds can be returned to the general fund in an emergency or if section funds are not used over a designated period of time

Committee Reports:

- **1:35 75th Anniversary Planning Committee – Kim La Croix – Information and Discussion**

- The event will be first night (Monday) of the conference and will include a couple of speakers. The planning team would like the event to be fun and celebratory and would also like to bring in lots of participants. They are thinking of inviting Governor Kate Brown with her long history of supporting public health legislation. We need to make a decision about this.
 - There was a discussion about the pros and cons of inviting Governor Kate Brown to speak at the 75th Anniversary Celebration.
 - The event goals are to be a fundraiser and a celebration that is a positive, enjoyable experience that touches on the history and the future of OPHA and of public health.
 - The committee can move ahead with speaker invitations as they see fit.
- Jessica and Robb are putting together a video
- There will be food, possible fun items like a photo booth and a raffle

1:55 Program Committee – Jessica Nischik-Long – Information and Discussion

- Call for abstracts closed Monday, June 17
 - The committee received 136 abstracts, one more than last year.
- Program Committee meets to review abstracts on July 12
 - Amy will contact all submitters to let them know the decision
- Conference App is called Yapp
 - Goal is to have fewer printed programs and participants will have to request one
 - We promised sponsors that they will have ad placement and there is a feature on the app that brings in the sponsorship highlights
- Blocks of rooms at Hilton Garden Inn, Holiday Inn, and Best Western have been confirmed
 - Board members will get first opportunity to book rooms

2:05 Development Committee – Marti Franc & Allison Myers – Information and Discussion

- Jessica sent out sponsorship spreadsheet for review. We are currently making a whole lot of asks and the committee is reaching out to Board members who have not made asks yet to offer support and suggestions and who still needs to be contacted.
- OPHA 2019 Sponsors and Exhibitors, update on fundraising goal
- What's working & what are the challenges
- Director Giving update

2:25 Nominations Committee – Katherine Bradley – Information and Discussion

- Update on ballot outreach. Candidate Statements are due August 1.
- Need suggestions for nominees.
 - This year's open slots: president-elect, ARGC, three directors at large, Regional representative 5, three nominations committee positions
- Voting will be done electronically. Paper ballots will be available to those who request one.
- Lap top and paper ballots will be available at the conference

2:35 New Business, Coalition & Section Updates – Craig Mosbaek – Information & Discussion

3:00 – Adjourn

NEXT BOARD MEETINGS

- Friday, July 19, 2019, 1:00-3:00pm, Portland, NW Health Foundation
- Friday, August 16, 2019, 1:00-3:00pm, Portland, NW Health Foundation

Other upcoming dates:

June 25 – Nominations Committee Meeting, 12-1 pm

June 28 – Policy Committee Meeting, 7:30 – 8:30 am

July 9 – Executive Committee Meeting, 1:00 – 2:00 pm

July 12 – Abstract Review, 10:00 – 2:00

June 20 – Call for OPHA Awards goes out

August 1 – Early Bird Conference Registration Opens

August 1 – Intent to Run and Candidate Statements for Board of Directors Due

August 30 – OPHA Awards Nominations Due