

MEETING MINUTES

OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

DETAILS

The meeting was held in person November 18, 2022. The meeting started at: 10:10am and finished at 12:00pm.

ATTENDEES

People present at the meeting:

<i>In Person</i>	<i>Phone</i>	<i>Not Present</i>
Alicia Lee		Phyusin Myint
Angel Harris		
Armando Jimenez		
Christian Moller-Anderson		
Fatima Paola Herrera-Zarate		
Jackie Leung		
JoAnn R. Miller		
Julie Plagenhoef		
Karen Chase		
Kim Valdez		
Marie Harvey		
Oralia Mendez		
Rebeckah Berry		
Renee' Menkens		
Robb Hutson		
Tabitha A. Jensen		
Tamara Falls		
Briana Arnold (add through board approval)		
Jessica Nischik-Long (Staff)		
Julie Reeder – Policy Committee Chair		

The following key findings and decisions were made:

- Christian Moller-Anderson was elected as the new Secretary of the Board
- Chantell H. Reed was elected for the Region 1 Board position
- Kala Mayer was elected for the director-at-large position, term ending 2024
- Kat McKelvey was elected for the director-at-large for term ending 2023

10:10 Call to Order – Tabitha Jensen

- Introductions/Roll call
- Welcome new members

October Board Meeting Minutes – Tamara Falls – Information and Adoption (vote)

- Motion to approve the October board meeting minutes. Motion passed unanimously

President's Update – Tabitha Jensen – Information, Discussion & Vote

- Review of OPHA board meeting voting procedures
 - Robert's rules currently used, further discussions are happening with the non-profit attorney regarding board meeting voting procedures
- Conflict of Interest policy & forms (Jessica)
 - The forms are currently being revised by a non-profit attorney
- Elect a Secretary (Vote)

- Motion to elect Christian Moller-Anderson as Secretary of the Board. Motion passed unanimously.
- Board election for vacancies
 - Region 1 position. Candidate is Chantell H. Reed (Vote)
 - Motion to elect Chantell H. Reed for the Region 1 Board position. Motion passed unanimously.
 - Vacant director-at-large position, term ending 2023. Candidates are
 - Kala Mayer,
 - Kat McKelvey
 - Motion to elect Kat McKelvey to director-at-large position, term ending 2023. Motion retracted. Motion closed.
 - Vote taken on all three remaining candidates (Kala Mayer elected for director at large for term ending 2024) via poll method. Majority of the Board favored Kat McKelvey as director-at-large for term ending 2023. Motion to use the poll results and elect Kat McKelvey as director-at-large for term ending 2023. Motion passed unanimously.
 - Iden Campbell McCollum,
 - Esperanza Zagal
 - Vacant director-at-large position, term ending 2024. Candidates are
 - Kala Mayer,
 - Motion to elect Kala Mayer to director-at-large, term ending 2024. One abstention. Motion passed.
 - Kat McKelvey

Treasurer’s Report – Robb Hutson – Information and Discussion – Report tabled

- October financials – OPHA continues to remain in good financial position compared to past years
- Budget Preparation and Process

Report on the APHA Conference

ARGC Report & Information about the role

[APHA Policy Statements](#)

[2022 Policy Statements](#) considered at Annual Meeting

Executive Director Report

- Jessica was able to attend the APHA conference for the first time. It was very beneficial and she was able to bring back tools and resources for us to use at OPHA. Suggestion to consider sending staff in to future APHA conferences and discuss budgeting for that.

Committee Reports:

Program Committee – Marie Harvey & Jessica Nischik-Long – Information and Discussion

- Presentations and awards on website <https://www.oregonpublichealth.org/opho-conference>
- Planning for 2023: October 16-17, 2023
 - The committee discussed the number of keynote speakers for the conference and propose having two to three keynotes. There were four keynote speakers at this year’s conference, which added to the cost. The committee will bring it to the January board meeting for a vote.
- Possible pre-conference workshop in 2023 with [Tahoma Peak](#) (Jessica)
 - Looking for planning team members
 - Renee, Marie, and Tamara agreed to meet with Jessica to further discuss the workshop

Development Committee – Fatima Herrera-Zarate and Jessica Nischik-Long – Information and Discussion

- Any feedback for 2023
 - Please share your thoughts with the development committee regarding what went well and what didn’t go well.

- Discussion regarding increasing relationship building to assist with promoting the conference and fundraising
- Ask sponsors to budget for 2023 before the end of the year
- Committee members needed

Policy Committee – Julie Reeder – Information and Discussion

- Julie is the new Policy Committee Chair
- Committee meeting planned for December 15, 12-2 pm
- Updated endorsement request form
 - Revised the flow of the form and moved equity questions to the top of the form. The form has been shared with the Board.
 - Jessica and Julie will bring the revised form to the policy committee at their next meeting on 12/15 for feedback and then bring it to the Board at the January meeting for approval.
- Racism as a PH crisis Year 3 update (Jessica)
 - Rep. Travis Nelson is the legislative sponsor this year

Retreat Planning Update – Jessica Nischik-Long

- 2023 Retreat: Friday, December 9, 9:00 am – 4:00 pm
- In person at Health Share of Oregon w/ a Zoom option – In person is catered
- Goals and structure for the day
 - December board meeting is part of the retreat
 - 2023 Budget Proposal & Discussion
- Michael Jonas will join us to help finalize the bylaws and some committee structural questions
 - Jessica will send out the draft of the updated bylaws for the Board to review prior the retreat on December 9th.
- Questions, comments on the draft agenda?

New Business, Coalition & Section Updates – Tabitha Jensen – Information & Discussion

- None to discuss

Website Job Board proposal – Jessica Nischik-Long

- Tabled until the next meeting

12:00 - Adjourn

Upcoming Board Schedule:

Board Retreat, December 9, 9:00 am – 4:00 pm

December Board meeting takes place during the retreat

Board meets the third Friday of every month from 10:00 – 12:00 except October and December

Board Meeting, Friday, January 20, 2023 10:00 – 12:00

Committee Meetings:

Program, Friday, January 13, 2023, 9:00 am