

# MEETING MINUTES

## OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

November 18, 2016  
 1:00 - 3:00 PM  
 Portland State Office Building  
 Portland, OR

### ATTENDEES

### APOLOGIES

#### In Person

Curtis Cude  
 Layla Garrigues  
 Tamara Falls  
 Danna Drum  
 Dianna Pickett  
 Katherine Bradley  
 Nadege Dubuisson  
 Marti Franc  
 Caryn Wheeler  
 Mitch Haas  
 Rebekah Bally  
 Robb Hutson  
 Tom Engle  
 Phillip Mason  
 Mohammed Alyajouri  
 Samantha Schafer

#### Phone

Robina Ingram-Rich  
 Laura Spaulding  
 Jana Peterson-Besse  
 Marie Harvey  
 Brian Johnson  
 Alexander LaVake

#### Not Present

Kurt Ferre  
 Mireille Lafont  
 Jenny Faith  
 Lindsey Adkisson

#### Staff

Jessica Nischik-Long

Kim Krull

**Guests**



**KEY FINDINGS AND DECISIONS**

**MEETING ACTIONS**

<i>Due Date</i>	<i>Action</i>	<i>Person(s) responsible</i>
soon	Complete and return Conflict of Interest Forms	All Board members
12/14/16	Review OPHA 2015-17 Strategic Plan prior to retreat	All Board members
12/31/16	Submit reimbursable 2016 expenses to Brian	All Board members

**DETAILS AND BACKGROUND**

**Call to Order - Dianna Pickett**

Meeting called to order at 1:05 PM. Introductions. Welcome to new members Tom Engle, Phillip Mason, Mohammed Alyajouri, Jenny Faith and Sam Schafer. Agenda review.

**October Board Meeting Minutes – Marti Franc**

**Motion to accept the minutes as written, second: Ayes all except 1 abstention, motion carried.**

**President’s Report - Dianna Pickett**

Dianna reviewed our board voting procedures for new members. Tamara Falls has accepted the role of board secretary, starting in January.

Conflict of interest forms were passed out, with a review of their purpose. Members present signed and returned the forms.

Diana conducted the quarterly report on our Strategic Plan goals. Overall we have made progress in all four goal areas, with several sections remaining to be worked on in the last quarter.

All board members should review the strategic plan before the upcoming board retreat.

**Treasurer’s Report - Brian Johnson**

Brian reviewed the September financial reports. Revenues reflect conference sponsorships and about 25% of expected dues. Conference expenses have not come in yet. All board members should try to get any expenses for 2016 in to Brian before the end of December.

The Budget Committee has met once and is developing the draft budget for 2017. We need to work on getting to a balanced budget next year and on increasing revenues; we’ll need an additional \$5000-10,000 to get back

to a balanced budget. We'll need to look at our priorities and whether there are things we can set aside for the next year. Committees and sections need to get their budget expectations in to Brian. We plan to vote on the budget in January.

**Motion to accept the September financial report, second: Ayes all, motion carried.**

Tom Engle, our APHA Affiliate Representative to the Governing Council (ARGC), attended the APHA general meeting in October. We didn't budget for those expenses, which came to \$1341.

**Motion to pay for ARGC travel expenses, second: Ayes all except one abstention, motion carried.**

### **Executive Director Report - Jessica Nischik-Long**

Jessica reported on her activities, including:

We signed on in support of the APHA letter regarding CDC funding, which was included in the board packet.

Our representative to the Cleaner Air Oregon Advisory Committee drafted a letter of feedback after the first committee meeting, which has been submitted and was included in our packet for information.

Our Program Associate Kim Krull had a baby girl, Emma, and the family is doing well. Kim plans to be back with us in December.

### **OHA Public Health Division - Danna Drum**

The state Division is waiting for the Governor's budget to be released December 1. After the national election, there is anticipation of how the public health and health care landscape may be affected. Within the Division, staff are staying focused on current work and waiting to see if modernization funding will move forward in the budgeting process. If not, there is still work that can be done. We probably won't know until March what the legislature will be interested in doing, but they could pass the legislation without the budget proposal. It's too soon to know what legislation the Division may support.

### **Children's Health and Marijuana Coalition - Robb Hutson**

OPHA is a part of this coalition. The coalition drafted a list of principles, which were sent out for board review. After discussion, no concerns or desire to leave the coalition were expressed.

### **Committee Reports:**

#### **Program Committee – Marie Harvey and Jessica Nischik-Long**

As a wrap-up from the October Annual Conference, Marie reported that we had 455 registered attendees, 227 of whom are OPHA members.

111 people responded the evaluation. The overall experience was rated by respondents as good or given higher ratings. This item included the facility, food, no host bar, and book discussion. Various events and conference infrastructure were ranked good or higher by 77-98% of respondents. The concurrent sessions were rated by 89-97% as good or higher. Only 4 people said they didn't plan to attend the 2017 conference.

We discussed the issue that some panel presenters didn't seem to get the message that all presenters were required to register. Panel moderators were asked to make sure all panel members got that information. The committee will consider this situation more carefully.

The Program Committee was asked to pass along any comments that are section specific to the section leaders.

Dates of next year's conference are Oct 9 - 10, 2017.

## **Development Committee – Katherine Bradley and Jessica Nischik-Long**

Katherine reviewed the sponsorship matrix. The committee decided on \$64,000 as the goal for sponsorships next year. They will start preparations earlier, in January next year. The committee plans to develop a new tool kit and related materials. New members are needed and we would like to add members with business and legal skills to the committee. An email will be sent out this month to the general membership to encourage end-of-year giving. There was some discussion of how to acknowledge individual donations.

The Plan4Health grant work will be completed by December, with a final report in February, 2017.

We received \$7500 in the APHA Accreditation Grant award. An all-day workshop is planned for May 8, 2017 in Salem.

We sent supporting materials for the Planners4Health grant, whose primary awardee is the Oregon Chapter of the American Planning Association. We aren't sure how much funding we will receive from that grant.

Board fundraising training is planned for the January, 2017 board meeting.

## **Policy Committee - Sarah Holland**

OPHA supported measure 97, which was not passed, and measure 98, which did pass. There has been good interest in this committee and the committee will identify members who have expertise or interest in particular areas of legislation. The committee has received one request to support PH modernization legislation

April 7, 2017 is our Capitol Visit Day.

## **OPHA Board Retreat - Dianna Pickett**

The retreat will be held on December 14, 9:30am to 4pm at Northwest Health Foundation.

Dianna has offered to have people traveling from other parts of the state stay at her house and others also expressed offers of hospitality for travelers.

2017 is the third year of the current 3 year strategic plan. We'll review accomplishments and prioritize unmet strategies, as well as identifying new strategies or potential goals for the next strategic planning cycle.

## **APHA Meeting Synopsis - Board members that attended**

Highlights were outlined by several attendees.

## **New Business, Coalition and Section Updates - Dianna Pickett**

Curtis had an inquiry from Dr. Kent Anger re: how can we get more occupational health topics into the conference agenda. Curtis suggested there may be interest in developing a new occupational health section and he will look into it.

## **Adjourn - Dianna Pickett**

**Motion to adjourn the meeting; second. Ayes all. Motion carried. Meeting adjourned at 3:05**

## **UPCOMING BOARD SCHEDULE:**

- **December 14, Wednesday, Board Retreat, 9:30 am - 4:00 pm, Northwest Health Foundation, Portland.**

- **December Board Meeting takes place during the retreat.**
- **January 20, Friday, Board Meeting, 1:00 - 3:00 pm, location TBD**

**Committee Meetings:**

- **Development, Tuesday, November 22, 1:00 pm**
- **Program (conference), Friday, December 9, 9:00 am**