

# MEETING MINUTES

## OREGON PUBLIC HEALTH ASSOCIATION BOARD OF DIRECTORS MEETING

### DETAILS

**July 18, 2014**  
**1:00 – 3:00 PM**  
**NW Health Foundation, Portland**

The meeting was called to order at 1:05 PM.

### ATTENDEES

Present at the meeting:

#### In Person

Charlie Fautin	
Josie Henderson	
Jan Wallinder	
Katherine Bradley	
Brian Johnson	
Kim Krull	
Lila Wickham	
Robb Hutson	<b>Guests:</b>
Jana Peterson-Besse	Lesa Dixon-Gray
Tom Eversole	Michael Tynan
Anna Stiefvater	Renee Hackenmiller-Paradis
Katy King	Sherry Archer

#### By Telephone

Mark Shelnut	
Marie Harvey	
Elizabeth Miglioretto	
Jocelyn Warren	
Lesli Leone Uebel	
Tahroma Alligood	

### APOLOGIES

Not present:

Name	
Dianna Pickett	Will Evans
Torrie Fields	Kathleen Carlson
Nancy Findholt	Maria Elena Castro
Sara Gardner-Smith	Kate Moore
Marti Franc	Tracy Donnelly
Maggie Sullivan	

### KEY FINDINGS AND DECISIONS

The following key findings and decisions were made:

- A motion was made to approve the June 2014 Board of Directors Minutes, was seconded, and passed unanimously; Brian and Jana abstained.
- A motion was made to approve the Treasurer's report, was seconded, and passed unanimously

## MEETING ACTIONS

The following meeting actions were agreed to:

<i>Due Date</i>	<i>Action</i>	<i>Person(s) responsible</i>
7/25/14	Follow up with OHA regarding sponsorship payment.	Josie and Tom E. if needed
7/25/14	Send conference hotel reservation information to BOD and Program Committee prior to being made public.	Kim
10/13/14	Commitment forms sent to Directors along with annual giving request.	Development Committee
7/24/14	Call for OPHA award nominations out on listserv and posted online.	Kim
8/1/14	Finalize location of August BOD meeting.	Josie

{Actions are written in the format: {Due Date} {Action} + {email address}. If there is no due date set then leave blank}

## DETAILS AND BACKGROUND

### Agenda Topic 1: **Minutes**

- **Motion:** A motion was made to approve the June 2014 Board of Directors Minutes, was seconded, and passed unanimously.

### Agenda Topic 2: **Treasurer Report**

- Jan briefly reviewed the Treasurer's Report. Everything is where it should be this time of year; balance sheet looks low since OHA payment has not been received – Josie will follow up with the help of Tom E. if needed.
- **Motion:** A motion was made to approve the Treasurer's report, was seconded, and passed unanimously.

### Agenda Topic 3: **Committee Reports**

- Nominations Committee – Josie Henderson
  - Call for Nominations went out on listserv and is posted on website.
- Program Committee – Marie Harvey
  - Abstract review was July 15 in Corvallis; successful and fun review with 105 presentations accepted; presenters will be notified early August.
  - Registration will open in mid-August
  - Joyce Gaufin, APHA President will provide a leadership workshop on Monday evening that will overlap with the poster session.
  - FPHTF as closing plenary and will be planned by Josie, Marie, Charlie and Renee Hackenmiller-Paradis; Tom E. suggested that this be a panel to encourage discussion.
  - Hotel blocks will be made available to BOD and program committee
- Development Committee – Katherine Bradley
  - Update on confirmed sponsors – ONA and Moda have been confirmed
  - Goal tracker at \$43,750 (73%)

### Agenda Topic 4: **Executive Director Report**

- Consideration of next meeting location being a social event in addition to regular OPHA BOD business; Josie has offered to host event at her home or Directors can meet for happy hour after meeting at NWHF.

### Agenda Topic 5: **Future of Public Health Task Force – Michael Tynan & Renee Hackenmiller-Paradis**

- Michael provided a brief overview on the purpose and immediate goals of the FPHTF.
- BOD partook in an informative discussion about next steps and past experiences.

### Agenda Topic 6: **Awards Committee – Alissa Leavitt**

- Awards criteria has stayed the same; nominations are due September 12<sup>th</sup>; Call for nominations will go out on the listserv soon.
- Volunteers for committee members – Marie, Anna, Jocelyn

### Agenda Topic 8: **Adjourn**

- The meeting was adjourned at 3:01 PM

UPCOMING BOARD SCHEDULE:

Friday, August 15, 1:00-4:00pm TBD