

**Executive Board Meeting, Washington, DC
January 11 – 13, 2015**

Chair, Pam Aaltonen

IN ATTENDANCE

Pamela M. Aaltonen, PhD, RN
Gail Bellamy, PhD
Georges C. Benjamin, MD
Lynn A. Bethel, RDH, MPH
Chris Chanyasukit, PhD, MPH - BY TELEPHONE
Richard J. Cohen, PhD
Ayman El-Mohandes, MD, MBBCh, MPH
José Ramón Fernández-Peña, MD, MPA
Durrell J. Fox, BS, CHW
Joyce R. Gaufin, BS
Barbara E. Giloth, DrPH
Ella Greene-Moton
Jeffrey S. Hallam, PhD, CHES
Sonja Hutchins, MD, DrPH, MPH
Camara P. Jones, MD, PhD, MPH
Resa M. Jones, PhD, MPH
Shiriki K. Kumanyika, PhD, MPH
Barbara A. Levin, MD, MPH
Paul Meissner, MSPH – BY TELEPHONE
Vanessa G. Miller, DrPH, PHCNS-BC
Patricia D. Parker, MSPH
Renata Slayton, MPH

ABSENT

Malcolm Bryant, MBBS, MPH
Lisa Carlson, MPH, MCHES

STAFF

Regina Davis Moss, PhD
Susan Polan, PhD
Kemi Oluwafemi
James Carbo
Deborah Dillard
Charlene Bright
Sara Miller
Torrey Wasserman
Kimberly Moore Smith
Frances Atkinson
Brian Selzer
Ashell Alston
Violet Hohman
Glenn Griffin
Donya Currie
Daniel Greenberg
Lindsey Wahowiak
Mighty Fine

Sunday, January 11, 2015

Call to Order – Pam Aaltonen, PhD, RN, Chair

The meeting was called to order by Executive Board Chair Pam Aaltonen.

The Chair welcomed the Board to their first meeting of 2015, and asked that all board members introduce themselves. After the introductions Chair Aaltonen discussed the meeting agenda and additional housekeeping items.

She then discussed Executive Board Committee assignments, and asked that Committees meet for one hour to discuss their work plans for 2015. The Chair asked that members of the board focus on APHA's major goals, which are to implement the strategic plan, build partnerships, and expand discretionary funds

through operationalizing the goal of doubling membership and continued enhancement of development activities. The list of the 2015 Committees of the Board and their Chair follows:

Strategic Planning Committee – Paul Meissner, Chair
Committee on Social Responsibility – Lynn Bethel, Chair
Governance Committee - José Ramón Fernández-Peña, Chair
Personnel Committee – Joyce Gaufin, Chair
Development Committee - Ayman El-Mohandes, Chair
Finance and Audit Committee – Richard Cohen, Treasurer
Executive Committee – Pam Aaltonen, Chair

At the conclusion of the Committee meetings, Chair Aaltonen recognized Lynn Bethel to discuss the Committee on Social Responsibility and the Governing Council Roundtables.

Committee on Social Responsibility – Lynn Bethel, Chair

Ms. Bethel asked that Executive Board members share their takeaways from the Governing Council Roundtable session at the Annual meeting. The session focused on partnerships and how they fit into APHA’s strategic goal of creating the healthiest nation in one generation. It should be noted that the Governing Council session did not focus on financial support to APHA.

Members of the Board seemed to have the same takeaways; most notable was that participants weren’t negative to partnering with corporations or corporate foundations.

Dr. Camara Jones noted that a major takeaway for her was building on APHA’s consideration of health in all policies and how, by partnering with corporate entities, APHA could introduce the concept of health in all board rooms.

Dr. El Mohandes talked about improvement, he said that people, States, and corporations like to see themselves improve, and that companies who have a tainted past want to see themselves viewed by an organization like APHA as having made positive strides, and be approached for partnership.

Dr. Giloth stressed the importance of being transparent with APHA members with regards to partnerships and corporate giving.

Dr. Kumanyika said that what she found most interesting about the discussion is that the public health community is approaching partnerships anecdotally, instead of using an evidence-based approach. She said that it is important that APHA figure out how it can develop a learning session, or empower a group to study the issue systematically.

She asked that board members educate themselves on business sector engagement as a public health issue.

Dr. Aaltonen thanked everybody for their comments and moved to the next agenda item.

APHA Executive Board Member Legal Responsibilities – Jackie Henson, JD

Chair Aaltonen recognized Jackie Henson of Ober Kaler Law Firm in Washington, DC.

Ms. Henson’s presentation was entitled “Responsibilities of Nonprofit Directors and Officers.” She discussed the following subjects:

- What does nonprofit law currently require for APHA directors and officers?
- What is good governance practice for APHA?
- How can a director or officer of APHA protect herself or himself for liability?

At the conclusion of her remarks she took questions from the Board.

Dr. Aaltonen thanked Ms. Henson for her presentation, and asked that APHA staff distribute her PowerPoint presentation to the Board electronically.

She then introduced José Ramón Fernández-Peña to present the report of the Governance Committee.

Report of the Governance Committee - José Ramón Fernández-Peña, MD, MPA

Dr. Fernández-Peña discussed the results of the November Executive Board meeting survey. Some key findings follow:

- 90% of respondents felt that discussions were on target, that Board members were prepared and engaged, and the information proved was relevant and helpful.
- 30% of respondents weren't sure that the Board focused on the mission of the Association and 40% of respondents weren't sure that the objectives for the meeting were accomplished.
- Just over 50% of respondents thought that the meeting expectations were clearly stated.
- There were comments related to the clarity of the strategic planning process.
- 65% of respondents felt that their skills were put to good use at the meeting.
- Respondents would like to see the following topics on future EB Agendas; engaging private industry, hearing from chair and vice chair candidates; allowing time for APHA employee perspectives at meetings, and having discussions on how other organizations are dealing with membership issues.

Dr. Fernández-Peña noted that 20 of 24 Board members completed the survey, which was a very high response rate. He said that the survey results are available if anyone would like to see them, and that interested board members should contact James Carbo.

Dr. Aaltonen thanked Dr. Fernández-Peña for his report, and recognized Paul Meissner, Gail Bellamy, PhD and Susan Polan, PhD to discuss the Strategic Plan.

Report of the Strategic Planning Committee - Paul Meissner, MSPH, Gail Bellamy, PhD and Susan Polan, PhD

Mr. Meissner said that goal for the afternoon was to have the Board approve a plan for the metrics related to APHA's goal of creating the healthiest nation in one generation. Dr. Bellamy echoed Mr. Meissner's comments and asked Dr. Polan to lead the next part of the discussion.

Dr. Polan distributed a document entitled Strategic Planning 2030 Notes. The document was used as a guide to walk Board members through the discussion. The document included information on the following:

- Dr. Polan's conversations with key public health thought leaders surrounding the Healthiest Nation in One Generation.
- A list of 2030 Metrics for Executive Board Consideration
 - Leading Health Indicators
 - U.S. Health in International Perspective

- Other Possible Metrics

As Dr. Polan spoke, it became evident that the Board needed additional time to digest the concepts being discussed, and after much conversation and clarification it was determined that the Board would not vote on the metric on Sunday evening. The Board agreed to discuss the issue again on Monday morning.

Dr. Aaltonen thanked Paul Meissner, Gail Bellamy, and the members of the Strategic Planning Committee for their efforts and after a series of general announcements including information on the AJPB Editor in Chief candidates interviews adjourned the meeting

Monday, January 12, 2015

Call to Order – Pam Aaltonen, PhD, RN, Chair

The meeting was called to order by Executive Board Chair Pam Aaltonen.

She then introduced Dr. Georges Benjamin who led the group in the Strategic Planning discussion carried over from Sunday, January 11.

Report of the Strategic Planning Committee, Continued – Georges Benjamin, MD

Dr. Benjamin began his discussion by outlining his objectives for the session:

- He asked the board to pick one measure that will support APHA's goal of being the healthiest nation in one generation (by 2030)
- He said that APHA will use the measure for National Public Health Week
- He also said that the measure is aspirational in nature

He then proceeded to walk the Board through a series of slides that showed where the United States ranked in life expectancy and health expenditures versus other OECD Nations; where the U.S. ranked versus the world by disease categories for both men and women; and a slide that showed the differences in how long and how well people live across the U.S.

Dr. Benjamin then proposed that the Board adopt mortality as the metric to focus on for National Public Health Week 2015. He supported his proposal by discussing life expectancy at birth (OECD Data); years of life loss before age 50 (NRC/HO Data); mortality amenable to health care (Commonwealth Fund/Medicare Data), and premature death - years of potential life lost prior to age 75 per every 100,000 people (America's Health Rankings/NCHS Data).

He concluded his remarks by tying the metric of mortality to APHA's strategic map of strengthening public health practice, building a public health movement, and aligning organizational capacity and infrastructure.

At the conclusion of Dr. Benjamin's remarks Executive Board members had a lively discussion which produced ideas for alternate metrics including the environment and social justice. In the end the Board made the following motion:

Motion:	That the 2015 theme of National Public Health Week be Healthiest Nation 2030 with the focus on mortality.
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Motion:	Approved by Voice Vote
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Chair Aaltonen thanked the board for thoughtful discussion and moved to the next agenda item.

Approval of the Meeting Agenda and Consent Agenda – Pam Aaltonen, PhD, RN

The Chair called for a motion to approve the agenda for the January 2015 Executive Board Meeting.

Motion:	To approve the meeting agenda.
Motion:	Approved by Voice Vote.

The Chair presented items on the consent agenda. Items on the consent agenda included the minutes of the November 2014 Executive Board meeting in New Orleans, Louisiana, additional 2014 – 2015 leadership appointments, the reappointment of the Governing Council Parliamentarian, Governing Council seat allocation, and the election of new Agency Members.

- Approval of the minutes of the November 2014 Executive Board meeting.
- Approval of additional APHA Leadership Appointments:
 - Committee on Women’s Rights – Constance Jackson – Chair, Beringia Liu
 - Equal Health Opportunity Committee – Perfecto Munoz – Chair, Sora Tanjasiri, Rebecca Ramsey, Jennifer Malkowski
 - Program Planning Committee – Linda Blount, Larry Cohen, Suzanne Condon, Richard Jackson, Miriam Mullison, Carmen Nevarez, Shiriki Kumanyika – Ex-Officio, Georges Benjamin – Ex-Officio
 - Science Board – Julie Graves
 - Action Board – Erin Starzyk
- Reappointment of Suzanne Nichols as APHA Governing Council Parliamentarian
- Governing Council Seat Allocation. Changes include Ethics +2, ICTHP +1, CHP&PD +1, MH +1, PHE&HP -2, PHN -1 for a total of 127 seats allocated.
- New Agency Members – Barry-Eaton District Health Department, Charlotte, Michigan and Ingham County Health Department, Lansing, Michigan

Motion:	To approve the consent agenda: November Executive Board Meeting Minutes, APHA Leadership Appointments, Reappoint the APHA Governing Council Parliamentarian, Approve the Governing Council Seat Allocation, and Approval of New Agency Members.
Motion:	Approved by Voice Vote

Expectations of Executive Board Members – Pam Aaltonen, PhD, RN

Chair Aaltonen outlined her vision for the 2014 – 2015 Executive Board. She said that Executive Board members can expect the following:

- Focused, thoughtfully planned meetings.
- Shared understanding of difference between governance and management.

- Respect for APHA's history, and ways of doing business. She highlighted APHA's Bylaws and the Executive Board Handbook.
- A continued commitment to improve as a board.

Dr. Aaltonen also outlined her goals for 2014 – 2015. Goals include:

- Continued implementation of the strategic plan
- To build on the conversation surrounding APHA partnerships
- Expand discretionary funds through membership and development
- Fulfill legal and fiduciary responsibilities
- Practice fiscal and programmatic transparency
- Strengthen advocacy

In addition to the above she discussed the importance of APHA talking to others (groups or potential partners) in an articulate manner highlighting conditions that unite us rather than ideology that divides us. She said that while it is important to reach out to new groups it is even more important that we don't compromise our principles and values.

Chair Aaltonen concluded her presentation by discussing the Executive Board's 2015 schedule and taking questions from the Board.

She then introduced Dr. El-Mohandes to discuss Development.

Executive Board Development Report – Ayman El-Mohandes, MD, MBBCh, MPH

Dr. El-Mohandes informed the Board that the 2013 – 2014 Executive Board met its goal of 100% giving and that the amount donated was unprecedented. He thanked carryover members for their generosity.

He then encouraged the 2014 – 2015 Executive Board to reach the goal of 100% giving this year. He discussed Governing Council giving, and how he very much hopes that they can reach 75% participation in 2015.

A lively discussion ensued concerning caucus and section giving and strategies to encourage greater leadership participation in development activities across the association.

Dr. El-Mohandes then discussed the capitol campaign to pay off APHA's mortgage. He said that he is happy to see things moving in the right direction, and looks forward to providing board members with additional information as the months unfold.

Dr. Aaltonen thanked Dr. El-Mohandes for his presentation and introduced the next agenda item.

***American Journal of Public Health* Editor in Chief Search Overview – James Carbo, Tom Quade, Harry Wollman, and Paul Stark**

Mr. Carbo introduced Harry Wollman and Paul Stark of the executive search firm Alexander, Wollman and Stark, and asked Tom Quade, Chair of the AJPH Editor in Chief (EIC) Search Committee to brief the Executive Board on the search process.

Mr. Quade gave a brief history of the search, noting that a search committee was formed in January 2014 consisting of members of the Executive Board and current and former members of the AJPH Editorial Board. The committee was tasked with identifying two outstanding candidates to present to the Executive

Board; one of which would be selected to become the next Editor in Chief of the *American Journal of Public Health*.

The search committee selected Alexander, Wollman and Stark to perform the search. The Committee met several times via telephone during the spring and summer of 2014 and was presented with a slate of candidates in October 2014. The search committee then met with EIC candidates after the 2014 Annual Meeting in New Orleans, and selected the two finalists to meet with the Executive Board in Washington, DC.

Mr. Quade then introduced Harry Wollman and Paul Stark to make brief comments and answer any questions that Executive Board members had related to the impending interviews or search processes.

Dr. Aaltonen thanked Mr. Quade, Dr. Wollman and Mr. Stark for their efforts over the last year.

American Journal of Public Health Editor in Chief Candidate Interviews – Pam Aaltonen, PhD

Because it was a personnel matter, Sonja Hutchins recused herself from the discussion. Dr. Shiriki Kumanyika brought to the Board's attention that she had collaborated with one of the candidates on a past project and Dr. Camara Jones had been a student peer with a candidate. The Board determined that there was no conflict of interest and both individuals could participate in the interview and assist in rank ordering the candidates. Dr. Resa Jones noted that she is a current collaborator with a candidate and recused herself from the selection process. The Board discussed that Dr. Jones could be part of the discussion but agreed that it was appropriate for her to recuse herself from the rank ordering.

Dr. Aaltonen then welcomed Jeffrey Wilson, PhD, Chair of the Editorial Board of the *American Journal of Public Health*. Dr. Wilson was invited to attend the interview sessions by the Executive Board.

Dr. Aaltonen introduced candidate one and discussed the order of events. She asked the candidate to share their vision for the Journal and take questions from the Executive Board.

At the conclusion of the first interview the Board broke for lunch.

Dr. Aaltonen then introduced candidate two and discussed the order of events. She asked the candidate to share their vision for the Journal and take questions from the Executive Board.

At the conclusion of the second interview Chair Aaltonen asked that the Executive Board enter into a period of executive session to discuss the candidates.

Dr. Aaltonen announced the end of executive session. Candidates were placed in rank order by vote of the Board. The next step will be contract negotiations handled by Dr. Benjamin. Chair Aaltonen then introduced the next agenda item.

Executive Director's Report: Association Update – Georges Benjamin, MD

Dr. Benjamin began his report by discussing APHA's building; he noted that the ducts have been cleaned and that the new HVAC system has been installed. He also discussed the current state of the web site upgrade.

He discussed APHA's grants and funders noting that the grant from the Kellogg Foundation has ended; the Aetna Foundation has provided grants around the *American Journal of Public Health* and APHA's

Congressional Fellow, he talked about CDC funding and the Robert Wood Johnson Foundation law partnership.

Dr. Benjamin discussed APHA's legislative successes in 2014, including Emergency Ebola funding, the confirmation of the new Surgeon General, full allocation for the Prevention and Public Health Fund, EPA's proposal to reduce ozone pollution and announcement of the Clean Power Plan, supporting the end of tobacco discounts at military installations, and the reauthorization of newborn health screening.

He discussed APHA's advocacy priorities for 2015 which include:

- Overall public health FY 2016 budget/appropriations (Function 550)
 - Focus on appropriations for CDC & HRSA
- End sequestration (automatic budget cuts) & restore previous cuts
- Protecting the Affordable Care Act
 - Protect the Prevention and Public Health Fund
 - King vs. Burwell – Signed onto George Washington University amicus brief
- Reauthorization of vitally important federal programs including:
 - Federal child nutrition programs
 - Children's health insurance program
 - Federal transportation program
- Climate change / Clean Air Act and other environmental programs

Dr. Benjamin then discussed the 2014 Annual Meeting. He notified the board that 12,752 people attended the meeting and that there were 553 exhibitors. He discussed National Public Health Week which begins on Monday, April 6 and ends on Friday, April 10.

He then turned his attention to APHA finances; he explained where revenues are generated and where APHA spends its money. He explained that APHA's fiscal year begins on July 1 and ends on June 30, and that the Association uses a zero based budget. He noted that APHA Chief Financial Officer, Kemi Oluwafemi will provide the Board with an extensive briefing on APHA finances on Tuesday morning.

Dr. Benjamin discussed the current trends in membership. He reiterated his intention to double APHA's membership in the coming years. He also discussed his intention to introduce an increase in dues at the next Executive Board meeting with input from the Finance and Audit Committee.

Dr. Benjamin also addressed APHA's MOU with the Cuban Public Health Association, his continued effort to look at APHA's role in areas of conflict, and APHA's ability to support member sections.

Action Item: Dr. Benjamin asked that the Executive Board approve the following motion:

Motion:	That the Executive Board asks APHA staff (the Executive Director, Chief Financial Officer and Director of Human Resources) to review the return on the APHA retirement fund with two finance committee members added, if deemed necessary by outside consultant.
Motion:	Approved by Voice Vote.

Dr. Aaltonen thanked Dr. Benjamin for his report and introduced the next agenda item.

Treasurer's Report – Richard Cohen, PhD, FACHE

Dr. Cohen updated the Executive Board on the fiscal state of the Association. He said that the numbers in his report represent the 2015 budget through November 30, 2014. Dr. Cohen pointed out that APHA continues to experience shortfalls in all major revenue sources except subscriptions. He said that APHA anticipates additional revenues and expenses for the Annual Meeting and that books sales do not include CCDM pre-orders. He said that the Finance and Audit Committee will continue to monitor the financial situation and report back to the full board.

FY 2015 Financial Update Month Ending November 30, 2014

Change in net assets \$3,111,828

- Investment appreciation/depreciation gain \$71,285
- Investment income \$44,053

Year to Date Shortfalls includes the following:

- Membership (\$183,711)
- Advertising income (\$34,267)
- Book sales (\$127,915)
- Convention revenue (\$141,187)
- Interest income (\$7,121)
- Contracts and grants (\$413,610)

Exceeded projected revenue in the following categories:

- Subscription fees and royalties \$82,233
- Miscellaneous \$36,377

Overall, revenues are less than expected by \$789,197.

Expenses are under budget by \$747,203.

Year to Date Net Assets from operations (\$41,994)

Year to Date with Investment gain/appreciation \$38,343

At the conclusion of his report, Dr. Cohen answered several questions pertaining to APHA's overall financial footing and the 2015 budget. He reminded the Executive Board that it had approved a budget that went into our reserves for capital expenditures related to funding website development and the HQ building HVAC work.

Dr. Aaltonen thanked Dr. Cohen for his report and moved to the next agenda Item.

Report of the Intersectional Council – Barbara Levin, MD, MPH

Dr. Levin presented the report on behalf of ISC Chair, Malcolm Bryant who was unable to attend the meeting.

Dr. Levin explained that the ISC Steering Committee heard that Sections were concerned with the level of support they were receiving from APHA staff. So, the Steering Committee agreed to reach out to 10 Sections to get their opinion on how things are going. Dr. Levin said that overall the Sections were supportive of Frances Atkinson and her team in Component Affairs. However, section leadership was concerned with the website and changes to long standing accounting procedures. Dr. Levin said that Section leaders understand Ms. Atkinson is one staff member short and doing the best she can to accommodate every request she receives.

Dr. Levin asked that in light of the hiring freeze, how can APHA help Ms. Atkinson better serve the sections? Should there be more webinars to address areas of concern? Can section group together to try and do things more efficiently?

At the conclusion of the report Dr. Levin asked for comments from the Board. Gail Bellamy stated that the Component Affairs team was under enormous pressure to be responsive to the Sections when she was ISC Chair and now that we've added more Sections the situation has gotten worse. Dr. Bellamy discussed the problems with the website as a major issue for her Section. She concluded her remarks by stating that she feels strongly that the Component Affairs team needs additional personnel to better serve the Components.

Dr. Aaltonen said that this is why the Executive Board capped the number of components at 58 at the Annual Meeting in November.

Dr. Giloth suggested that APHA look at investing more money into the web site to enhance its capabilities.

Dr. El-Mohandes said that he believes that APHA's global engagement can be a source of revenue that can help with the current fiscal situation.

Dr. Benjamin said that APHA does not have the resources to hire additional staff at this time.

Dr. Aaltonen thanked members for their comments and adjourned the day's meeting.

Tuesday, January 13, 2015

Call to Order – Pam Aaltonen, PhD, RN, Chair

The meeting was called to order by Executive Board Chair Pam Aaltonen.

Dr. Aaltonen summarized the meeting and outlined the remaining agenda items. She then turned the meeting over to Dr. Benjamin who introduced APHA Chief Financial Officer Kemi Oluwafemi.

Understanding APHA's Financial Profile – Kemi Oluwafemi, CPA, MBA

Ms. Oluwafemi said that her presentation will be broken down into three parts, the first part will focus on how the budget is created, the second part of her presentation will focus on how to read the monthly financial statements, and the final portion of her presentation will be to answer questions from the Board.

Ms. Oluwafemi noted that APHA uses zero based budgeting to create the annual budget, which means that every year APHA has to justify each revenue stream that we are going to raise. Each budget manager meets with the Executive Director, Chief Financial Officer, and Chief of Staff to presents their financial plan for the upcoming budget year. She reminded the board that APHA's major sources of revenue include membership, conventions, publications, government grants and contracts and private grants and contracts.

After their meetings with budget managers, the ED, CFO, and COS craft the budget which is presented to the Finance and Audit Committee for their approval. Once the Finance and Audit Committee approves the budget it is presented to the full board for their approval. The Executive Board votes on the budget at the May meeting.

Ms. Oluwafemi then discussed the 2015 budget building on Dr. Cohen's presentation from Monday afternoon. Ms. Oluwafemi presented new board members with a book entitled Understanding Nonprofit Financial Statements, and encouraged them to read it. She said that the book will help them as they become more familiar with APHA's financial statements.

She discussed the two principle methods of keeping track of a business' income and expenses; they are cash basis and accrual basis. APHA uses the accrual basis which means that transactions are counted when an order is made, an item is delivered, or services occur regardless of when money (receivable) is actually received or paid. This means that APHA doesn't have to wait until it sees the money, or actually pays money out of an account to record a transaction.

Ms. Oluwafemi then outlined how to read APHA's monthly financial statement. She introduced the statement of activities (income statement) and the statement of financial position (balance sheet). She said that APHA maintains three funds which include operations which are unrestricted, temporarily restricted by use or time, and permanently restricted which include endowments.

At the conclusion of her report she took questions from the board. The conversation that ensued was lively and informative.

Dr. Aaltonen thanked Ms. Oluwafemi for her report and moved to the next agenda item.

Committee Reports: 2015 Work Plans – Pam Aaltonen, PhD, RN

Dr. Aaltonen called upon Gail Bellamy to discuss the Strategic Planning/Membership Committee work plan:

Dr. Bellamy said that the Committee will develop a Gantt chart with tasks and timelines that see the Board through implementation. She said that the Committee will look carefully at the responsibilities of staff contrasted with the Committee and with the Board. She said that the Committee will identify three to four high level metrics associated with working with transactions and transformations paying particular attention to building a public health movement.

Dr. Bellamy said that the Committee will engage in membership, they will work with the Executive Board, the ISC, COA and other entities to look at the value of APHA membership, and how best to capitalize on it.

Dr. Bellamy's comments on membership sparked a lively discussion which included the role of caucuses, students, APHA dues structure, a proposed brainstorming session with executive board members and APHA staff, comments surrounding the role of affiliates, and engaging non-members using Generation Public Health.

Dr. Aaltonen thanked Dr. Bellamy and called upon Ayman El-Mohandes to discuss the Development work plan:

Dr. El-Mohandes stated that he will speak to the Committee about APHA's plan to retire the mortgage; he said he isn't sure that is the best idea since our mortgage rate is so low. He said he would like to see APHA develop a list of elegant products that APHA can ask individuals to fund. He said he was impressed by the level of fundraising within the organization, and that he will work with the Committee to ensure that APHA reaches its maximum giving potential.

Dr. Aaltonen thanked Dr. El-Mohandes for his comments and asked Lynn Bethel to discuss the Committee on Social Responsibility work plan:

Ms. Bethel said that the Committee on Social Responsibility will look at rewording their described purpose. She said that the Committee is developing a strategy to bridge their work with the Development Committee. She also mentioned that the Committee will continue to build on the work started with the Governing Council at the Annual meeting (partnerships).

Dr. Aaltonen thanked Ms. Bethel and asked José Ramón Fernández-Peña to discuss the Governance Committee work plan:

Dr. Fernández-Peña said that the Committee looked at the board's goals for the year regarding the implementation of the strategic plan, building partnerships and expanding discretionary funds, and that the Committee tried to link those activities with traditional Governance duties which includes the evaluation of meetings, and surveying outgoing Executive Board members.

He said that the Committee is finalizing the Executive Board Handbook which will be uploaded to APHA's website by the end of February. He concluded his remarks by stating that Pat Parker, Sonja Hutchins and Vanessa Miller have all agreed to be ex-officio members of the Governance Committee.

Dr. Aaltonen thanked Dr. Fernández-Peña for his presentation and asked Joyce Gaufin to discuss the Personnel Committee work plan.

Ms. Gaufin said that the Committee had a productive meeting, and that their first task is to prepare the evaluation tool for evaluating the Executive Director. She said she requested the evaluation tool from the immediate past Committee Chair, and that the Committee will make minor changes to it for this year. Ms. Gaufin then walked Executive Board members through the evaluation process.

She said that the Committee will work with APHA's Human Resources Director on receiving and reviewing the results of the staff turnover and quality of work life assessments.

Dr. Aaltonen thanked Ms. Gaufin for her report and moved to the next agenda item.

New Business – Pam Aaltonen, PhD, RN

Dr. Aaltonen called for new business, and the following topics were discussed:

- The Board had a discussion surrounding the evaluation of the Editor in Chief of the Journal. It was decided that the Chair of the Governance Committee will work with the Chair of the Personnel Committee and President of the Association to develop a clear evaluation policy.
- There was also dialogue about the responsibilities of the Executive Board appointed AJPH editorial board and that this is a good opportunity to re-evaluate structure.
- Dr. Jones suggested that by using the strategic plan as the basis, APHA develop a series of fact finding trips internationally. It was suggested that the trips be used as a potential revenue generator for the association.
- Ms. Bethel asked for follow-up information regarding an APHA TED Talk surrounding the strategic plan of creating the Healthiest Nation in One Generation.
- The Board discussed the ISC and Component Affairs.
- The Board discussed improvements to APHA's website.
- APHA's response to the Ferguson, Missouri grand jury decision, and APHA's stance on issues of justice.
- Dr. El-Mohandes discussed partnering with the Deans of the schools of public health to offer APHA membership as a benefit to students enrolled in their public health programs.

Dr. Aaltonen thanked Executive Board members for their comments and hearing no further business adjourned the meeting.

The next APHA Executive Board Meeting is scheduled for Monday, March 9, 2015 at 2:00 p.m. Eastern Daylight Time.