



## Executive Board Meeting Minutes

May 1-3, 2016

Chair: Lynn (Bethel) Short, RDH, MPH

### IN ATTENDANCE

Pamela M. Aaltonen, PhD, RN  
Gail Bellamy, PhD  
Georges C. Benjamin, MD  
Kevin T. Borrup, JD, MPA  
Chris Chanyasulkit, PhD, MPH  
Eldonna Chesnut, MSN, BSN, RN  
Richard J. Cohen, PhD  
José Ramón Fernández-Peña, MD, MPA  
Barbara E. Giloth, DrPH, MPH  
Julie Graves, MD, PhD, MPH  
Ella Greene-Moton  
Marc Aaron Guest, MPH, MSW  
Jeffrey S. Hallam, PhD  
Benjamin H. Hernandez, MBA  
Camara P. Jones, MD, PhD, MPH  
Resa M. Jones, PhD, MPH  
Shiriki K. Kumanyika, PhD, MPH (participated by telephone when available)  
Barbara Levin, MD, MPH  
Suparna Navale, MPH, MS  
Elena Ong, PHN, MS  
Thomas C. Quade, MPH, MA  
Lynn Ann (Bethel) Short, RDH, MPH

### APHA STAFF

Susan Polan, PhD  
Regina Davis-Moss, PhD  
Kemi Oluwafemi, MBA, CPA  
James Carbo  
Deborah Dillard  
Torrey Wasserman  
Ellen Galant  
Tia Taylor Williams  
Kimberly Moore Smith

Unable to attend: Martha Dewey Bergren, DNS, RN  
Ayman El-Mohandes, MD, MBBCh, MPH

### **Sunday, May 1, 2016**

#### **Call to Order – Lynn (Bethel) Short, RDH, MPH, Chair**

The meeting was called to order by Lynn Short, chair of the Executive Board. The chair made brief opening remarks, and introduced the first agenda item.

### **Approval of the meeting agenda and consent agenda – Lynn (Bethel) Short, Chair**

The chair called for a motion to approve the agenda for the May 2016 Executive Board Meeting. The motion was moved and seconded, and hearing no discussion, a vote was called.

<b>Motion:</b>	<b>To approve the May 1-3, 2016 Executive Board meeting agenda.</b>
<b>Outcome:</b>	<b>Approved by acclamation.</b>

The chair presented items on the consent agenda, and called for a motion to approve. The motion was moved and seconded, and the chair called for discussion. Items on the consent agenda included:

- Approval of the March 2016 Executive Board meeting minutes.
- Leadership appointments:
  - Nizar Wehbi, MD, MPH, MBA, Health Administration Section, as a member of the Education Board (*term to expire 2017*)
  - Brittney K. Marshall, MPH, CPH, CHES, PHEHP Section, as a member of the Martha May Eliot Award Committee (*term to expire 2017*)
  - Linda Thompson Adams, DrPH, RN, FAAN, Medical Care Section, as a member of the Publications Board (*term to expire 2018*)

Board members asked that the minutes be amended, and hearing no further comments, the chair called for a vote.

<b>Motion:</b>	<b>To approve the consent agenda:  The March Executive Board meeting minutes as amended, and the leadership appointments.</b>
<b>Outcome:</b>	<b>Approved by acclamation.</b>

At the conclusion of the vote, Chair Short introduced the next item on the agenda.

### **Report of the Governance Committee – Gail Bellamy, PhD, Chair**

Dr. Bellamy began by discussing the results of the interviews performed by members of the Governance Committee with the outgoing members of the Executive Board (2014-2015). She then discussed the Governance Committee's recommendations to improve the overall effectiveness of the in-person meetings of the Executive Board. The recommendations were based on an analysis of the results of the January executive board meeting survey. Dr. Bellamy concluded her remarks briefly discussing the committee's work plan.

Barb Giloth suggested that APHA find a way to keep former board members engaged in the Association. Barb Levin commented that the Governance Committee should consider surveying current board members halfway through their term to gauge their overall satisfaction.

Hearing no further comments, Chair Short thanked Dr. Bellamy for her report and moved to the next item on the agenda.

### **Governing Council – Barb Giloth, DrPH, MPH, Speaker**

Dr. Giloth began her presentation by discussing the agenda for the mid-year meeting of the Governing Council. She then discussed the proposed changes to APHA's bylaws. She said the Council will vote on proposed bylaws changes related to the Equal Health Opportunity Committee, and proxy designations. Dr. Giloth said that the Bylaws Committee is in the midst of a comprehensive review of the bylaws, and that the Council will have several bylaws votes in the fall.

Dr. Giloth then took questions and comments from the board related to the proposed changes to the bylaws. Dr. Fernandez-Pena and Ms. Short asked questions related to the Equal Health Opportunity Committee, and Ms. Ong, Dr. Graves, and Dr. C. Jones asked questions related to proxy designations. The board then had a robust discussion around unaffiliated members, and implementing a clearly stated process for turnover in leadership on APHA boards and committees to enhance continuity from year to year.

Dr. Giloth then shared her thoughts on presenting financial information to the Council. She said she would like to present clear and transparent information to people who aren't used to reading financial reports. She said it's important for Councilors to know if APHA is in good financial standing, what are the financial challenges facing the Association, and what APHA leadership is doing about it. She then discussed the importance of presenting a plan on how the Association will address future dues increases.

Dr. Giloth then discussed the status of two motions passed at the fall meeting, the healthy meeting pledge and the committee looking at cost reductions for Governing Councilors at the Annual Meeting. She concluded her remarks by briefly discussing the Governing Councilor breakout session and fundraising strategies at the Annual Meeting.

Chair Short thanked Dr. Giloth for her presentation, and moved on to next item on the agenda.

### **Report of the Development Committee – Tom Quade, MA, MPH, President-Elect**

Mr. Quade began his presentation by thanking the members of the development committee for their efforts. He then discussed APHA's giving cycle in relation to the Association's fiscal year. He reminded board members that all gifts given between July 1, 2015 and June 30, 2016 will be reflected in this year's annual report. He said the leadership cycle runs from the conclusion of the 2015 Annual Meeting to the conclusion of the 2016 Annual Meeting.

He then reported that 100 percent of Executive Board members contributed to APHA in this cycle, and the total received (as of April 27) was \$17,440. Mr. Quade reported that the Governing Council as a whole (including Executive Board members) has achieved 16 percent participation (45/280), and contributed a total of \$24,377, which is in line with last year.

Mr. Quade then discussed the committee's discussions around frequency and messaging of development asks at the Annual Meeting. He said it's important that APHA leaders know how their donation is being spent, whether it be Section enrichment accounts, student scholarships to attend the Annual Meeting, or gifts to the APHA's general fund. Speaker Giloth echoed Mr. Quade's comments, and said she asked

Torrey Wasserman, APHA's development manager, to highlight where donations are going in the report of the Development Committee to the Governing Council.

Mr. Quade then asked Ms. Wasserman to discuss adding a donation link to the APHA Annual Meeting app, and the status of the text-to-give option using one's cell phone. Ms. Wasserman said that she's had several conversations with APHA's conventions department about adding a link to the Annual Meeting app. Unfortunately, due to Apple iPhone restrictions surrounding payment processing we won't be able to add a link. Ms. Wasserman then discussed the text-to-give proposal she forwarded to the Committee for their review.

Mr. Quade then discussed the leadership challenge campaign, and the simplified donation page that will be replicated across all APHA development webpages. He discussed the history of the leadership challenge campaign and the activities linked to the 2016 effort. He concluded his presentation by updating the board on ongoing conversations with prospective donors/funders.

Hearing no questions for Mr. Quade and Ms. Wasserman, Chair Short introduced the next item on the agenda.

### **Report of the Committee on Social Responsibility – Barb Levin, MD, MPH, Chair**

Dr. Levin said that her report would touch on three subject areas: an overview of the Public Health Funder Network; promotion of the CSR's mission to APHA Components; and a discussion on corporate philanthropy. Dr. Levin then introduced Torrey Wasserman to discuss the Public Health Funder Network.

Ms. Wasserman shared the history of the network, and explained that the group is a community of grant makers, donors and APHA members who recognize that philanthropy serves an important role in the improvement of population health outcomes and the overall health of communities. Some of the participating organizations include ASTHO, the California Endowment, the De Beaumont Foundation, Kaiser Permanente and the Robert Wood Johnson Foundation. Ms. Wasserman said one of the main goals of the network is to promote a cross-sector approach to solving complex public health challenges by networking and sharing best practices.

Dr. Levin thanked Ms. Wasserman for her comments and moved on to the second subject area, CSR's outreach to APHA Components. Dr. Levin discussed the need for CSR to communicate the purpose and process of the committee, and stressed that the work of CSR will help develop a broad public health movement. Dr. Levin said the committee has been reaching out to components more aggressively over the last couple of years. She said the CSR session at the 2015 Annual Meeting, titled "Funding APHA priorities: achieving financial stability, maintaining organizational integrity" was very well received. She concluded by saying that she will present to the ISC-COA mid-year meeting in June.

Dr. Levin then moved to subject area three, a discussion on corporate philanthropy. She briefly outlined the current issues facing the committee, and asked the board for their feedback on the following three questions:

- Does an evaluation of the parent company always need to precede or be done in coordination with the evaluation of the company's philanthropic program (corporate giving program or corporate-affiliated foundation)? If not, what circumstances would determine whether the evaluation of the parent company was required or not?

- If CSR determines that it is not okay for APHA to seek funding from a corporate entity, then does that recommendation filter through to the company's philanthropic program? Is it necessary to complete an evaluation associated with the corporate philanthropy when the company is not approved? What criteria does CSR use to determine if it is okay or not okay to pursue funding from a corporate philanthropy program when the parent company was not approved?
- Corporate philanthropy reflects on the parent company, and the company can achieve social benefit from the good work completed by the philanthropy. Is integration at any level in and of itself sufficient reason to not pursue funding? Some companies operate their philanthropy at arm's length. Does CSR require 100 percent autonomy of the philanthropy from the parent company? What level of integration is acceptable to move forward, and is it okay to pursue funding?

The Executive Board then had a lively discussion around the questions. Opinions ranged from one end of the spectrum to the other (from it's okay to take corporate donations, to no, APHA shouldn't take corporate donations). More than one person brought up the importance of being transparent with the membership, being very specific as to how the donation will be spent, and how APHA should not compromise its principles to accept any donation/gift/contribution.

*Note: the complete transcript of the CSR discussion was shared with APHA's development manager.*

Hearing no further questions, Chair Short thanked Dr. Levin and Ms. Wasserman for their presentation, and moved to the next item on the agenda.

### **Report of the Treasurer – Richard Cohen, PhD, Treasurer, and Kemi Oluwafemi, MBA, CPA, Chief Financial Officer**

Dr. Cohen thanked the members of the Finance and Audit Committee, and APHA's Chief Financial Officer for their work. He said that his report would focus on the current situation with FY 2016, and that the FY 2017 budget would be discussed on Monday, May 2.

Dr. Cohen said that as of March 31, 2016, total revenue is \$13,476,973 (81 percent of the annual budget), under budget by \$434,119. He said total expenses are \$12,857,996 (77% percent of the annual budget), over budget by \$102,581. He reminded the board that expenses always lag behind revenue.

He went on to say, that as of March 31, 2016: membership dues were under budget by \$114,882; subscriptions fees and royalties were under budget by \$60,612; advertising revenue was under budget by \$18,560; convention revenue was under budget by \$70,154; interest revenue was under projection by \$4,993; miscellaneous revenue was under budget by \$101,156; and that contracts and grants were over budget by \$46,316.

Dr. Cohen concluded by saying that in all likelihood the Association will end the FY 2016 with a deficit. He said the Finance and Audit Committee and APHA management are monitoring the situation to minimize the year-end deficit.

At the conclusion of his remarks, Dr. Cohen, Dr. Benjamin and Ms. Oluwafemi answered questions from the board. Executive Board members wanted to know what management is doing to close the deficit, what the plan is to increase revenue, and they asked many other questions related to the financial wellbeing of the Association.

Hearing no further questions, chair Short thanked Dr. Cohen for his report, and introduced the next item on the agenda.

**Report of the Special Committee on the *American Journal of Public Health* – Pamela Aaltonen, PhD, RN, Chair, Personnel Committee**

Dr. Aaltonen reintroduced the work of the Special Committee on the *American Journal of Public Health*. She discussed the interview survey that was created to assist in clarifying the roles and responsibilities of the Executive Director, Executive Board, the Editor in Chief of the Journal, the Journal Editorial Board, and the Journal Editors. She then outlined the findings of the interview survey and the six recommendations of the special committee outlined below:

1. Identify roles, reporting lines, and areas of responsibility for all personnel engaged in journal
2. Review/refresh position descriptions (publisher, editor-in-chief [all other editors?], journal editorial board members) and distribute for shared understanding
3. Establish an orientation process
4. Clearly articulate a performance evaluation process
5. Construct a visual representation of the relationship among all those involved in publishing *AJPH*.
6. Consider recommendation to rename journal editorial board as the journal advisory board

At the conclusion of her presentation the board discussed the committee's findings and recommendations, and a motion was made by Dr. Cohen for the Executive Board to adopt the recommendations and have APHA staff begin implementation. The motion was seconded and discussed. It was decided to remove recommendation six from the list of recommendations and vote on it separately.

**Motion:** That the Executive Board adopts the special committee's recommendations numbers 1 to 5 and have APHA staff begin implementation.

**Outcome:** Approved

At the conclusion of the vote, a motion was then made to have APHA's executive director convene a small committee to address changing the name of the Journal Editorial Board and to address any bylaws implications. The motion was seconded, and after a period of discussion, the chair called for a vote.

**Motion:** That APHA's executive director convenes a small committee to address changing the name of the Journal Editorial Board and to address any bylaws implications.

**Outcome:** Approved.

Chair Short thanked Dr. Aaltonen and moved to the next item on the agenda.

## **Report of the Personnel Committee – Pamela Aaltonen, PhD, RN, Chair**

The Executive Board entered executive session at 5:30 p.m. to discuss personnel matters.

The Executive Board concluded the executive session at 6 p.m.

Hearing no further business, Chair Short adjourned the meeting until 8:30 a.m. on Monday, May 2, 2016.

## **Monday, May 2, 2016**

### **Call to order – Lynn Bethel Short, RDH, MPH, Chair**

The meeting was called to order by Lynn Short, chair of the Executive Board.

Ms. Short began the meeting by making brief housekeeping announcements, and introduced the first item on the agenda.

### **Report of the Executive Director – Georges C. Benjamin**

Dr. Benjamin began his presentation by discussing National Public Health Week 2016. He said APHA signed up 375 partners who hosted 416 events nationwide. He then discussed some of the week's key events, 65 people attended the national kick-off forum, and over 1,000 people viewed the live webcast. The webinar on public health authority on drinking water had 1,636 attendees, the Twitter chat had 1,069 attendees and over 5,000 tweets, the healthy happy hour hosted at APHA had 128 attendees and the public health student day Google hangout has had over 400 views. Dr. Benjamin then discussed key numbers around APHA's social media footprint and the impact of NPHW's advocacy email action alerts. He concluded the discussion on NPHW by discussing the 1 Billion Steps challenge, and the Healthiest Cities & Counties Challenge, which is a partnership between APHA, the National Association of Counties, and the Aetna Foundation, managed by CEO for Cities.

Dr. Benjamin then discussed the 2016 Annual Meeting. He announced that Cecile Richards, the president of the Planned Parenthood Federation of America has accepted to be the Opening General Session speaker. He explained that the Monday afternoon general session will be a panel discussion with the current and former directors of the Centers for Disease Control and Prevention. Finally, he discussed Wednesday's Closing General Session, which will be a leadership discussion on health equity featuring the presidents of APHA, ASTHO, and NACCHO, moderated by APHA's president-elect.

### **Equal Health Opportunity Committee**

After taking a series of questions related to his presentation, Dr. Benjamin invited Tia Taylor Williams to the microphone to discuss the Equal Health Opportunity Committee, or EHOC. Ms. Taylor-Williams is a program manager in APHA's Center for Public Health Policy, and serves as the staff liaison to EHOC. She said members of EHOC would like to define diversity and have the Association endorse that definition so it can be highlighted on APHA's website. She then said EHOC would like to assess APHA's current strengths and achievements in the area of diversity and inclusion.

Ms. Taylor-Williams then introduced a rubric that the Committee would like to pilot from July 1- Sept. 1 by disseminating it to three Sections. Once the pilot assessments are received, they will be distributed to members of EHOC for review. The goal is to disseminate the assessment rubric to all APHA Components

in early 2017. The Committee will review the responses in the summer of 2017, and a summary report will be disseminated to the Executive Board in the fall of 2017.

At the conclusion of Ms. Taylor-Williams' remarks the Executive Board made several recommendations on how to clarify and rework the rubric. Mr. Guest raised a point about APHA's Ethics Section reworking the Public Health Code of Ethics and the current Public Health Code of Ethics. He said stated that language in the current Public Health Code of Ethics may imply a disinterest in attempting to define diversity in any way because of the language, which would be arbitrary and inadequate. After a period of discussion a motion was made by Dr. Levin to approve EHOC's pilot project after the Executive Board performs a timely review of the rubric. Additionally, members of EHOC will review whether or not there is an issue with the Public Health Code of Ethics position on the definition of diversity, or recommend how that will be addressed going forward by the July meeting of the Executive Board (at the latest).

The motion was seconded, and hearing no further discussion, the chair called for a vote.

**Motion:**           **That the Executive Board approves EHOC's pilot project after the Executive Board performs a timely review of the rubric. Additionally, members of EHOC will review whether or not there is an issue with the Public Health Code of Ethics position on the definition of diversity, or recommend how that will be addressed going forward by the July meeting of the Executive Board (at the latest).**

**Outcome:**       **Approved.**

At the conclusion of the vote, Ms. Taylor-Williams discussed the status of APHA signing the Healthy Meeting Pledge.

### **Healthy Meeting Pledge**

Ms. Taylor-Williams explained that at the 2015 fall meeting of the Governing Council, a member of the Food and Nutrition Section made a motion for APHA to sign the healthy meeting pledge. The pledge was created by the Center for Science in the Public Interest and the National Alliance of Nutrition and Activity. She said APHA staff has looked at the pledge and that the Association will sign on once we improve a couple areas of concern.

She said APHA's Conventions Department is working to make the healthy option the easy option regarding menus, and working with exhibitors to hand out healthier treats. She said APHA's internal Wellness Committee is working to improve the convention wellness area and encouraging moderators to encourage movement during meeting sessions.

Dr. Benjamin thanked Ms. Taylor-Williams and continued with his presentation. He then addressed current legislative issues including funds for Flint, Michigan's environmental relief, Zika funding, protecting the prevention fund, reauthorizing the federal child nutrition program, and the Association's efforts to remove the firearm research limit in budget language.

Dr. Benjamin concluded his remarks by addressing current issues facing the Association. He discussed APHA's divestment from fossil fuels, the concerns some Sections have over their presentation slots at the Annual Meeting, and the Association's support of the tobacco provision in the Trans Pacific Partnership Agreement.

After several more questions, Chair Short moved to the next item on the agenda.

### **Report of the Membership Committee – Ella Greene-Moton, Chair**

Ms. Greene-Moton updated the Executive Board on the work of the Membership Committee. She outlined a document that she submitted for board review in advance of the meeting. The document outlines the committee description, and how membership initiatives align with the Membership Committee work plan and APHA’s Strategic Plan.

Ms. Greene-Moton then asked Ellen Galant, APHA’s director of Membership Services, to comment. Ms. Galant said the membership team is focusing on retaining members, and many of the initiatives outlined in the document are specifically designed to do that. In addition, she said that it is important to grow and engage the membership.

At the conclusion of their remarks, Executive Board members asked questions related to the document, the work of the Membership Committee, and the plan for membership activities in FY 2017.

Hearing no further questions, Chair Short thanked Ms. Greene-Moton for her report and moved to the next item on the agenda.

### **Report of the Strategic Planning Committee – Resa Jones, PhD, MPH, Chair, Susan Polan, PhD, Associate Executive Director, and Glenn Griffin, Director, Online Marketing**

Dr. R. Jones summarized the work of the committee since the March meeting of the Executive Board. She said the committee: reviewed “resiliency” as a possible metric; determined baseline and target values for domestic and international metrics approved at the board’s March meeting; discussed the desire to present metrics data by various sub-groups with the fact that that the priority for APHA staff time should be on doing work to advance the APHA Strategic Plan through concrete, actionable goals and objectives; discussed ensuring that health equity is part of the communication plan; and drafted language for a user-friendly flier/promo/infographic to convey APHA’s Strategic Plan to all possible stakeholders.

At the conclusion of her comments, board members had an opportunity to ask questions related to the presentation and work of the committee. After a series of comments, Dr. C. Jones made a motion that under the metric “improve social capital and well-being” to include one or more measures from domestic data source BRFSS. The general health status measure would be proportion good or better (measure used for HP 2020), and add ‘general health’ to existing two measures (62.5% of days when mental health is not good).

The motion was seconded and following a brief discussion the chair called for a vote.

<b>Motion:</b>	<b>Under the metric “improve social capital and well-being” to include one or more measures from domestic data source BRFSS. The general health status measure would be proportion good or better (measure used for HP 2020), and add ‘general health’ to existing two measures (62.5% of days when mental health is not good).</b>
<b>Outcome:</b>	<b>Approved.</b>

At the conclusion of the vote, Dr. R. Jones introduced Glenn Griffin to share the Strategic Planning Committee’s infographic. Mr. Griffin then walked the board through the exercise. At the conclusion of the exercise Dr. R. Jones said the feedback given will be incorporated into the infographic and the next iteration will be shared with the Governing Council after the mid-year meeting on June 20, 2016.

**Report of the Treasurer (FY 2017 Annual Budget) – Richard Cohen, PhD, Treasurer, Georges Benjamin, MD, Executive Director, Kemi Oluwafemi, CPA, MBA, Chief Financial Office**

The Executive Board entered executive session to discuss the FY 2017 budget at 1 p.m.

The Executive Board concluded the executive session at 2:10 p.m.

Upon exiting the executive session, Dr. Cohen made a motion to approve a balanced budget for FY 2017. The motion was seconded, and after a period of discussion, the chair called for a vote.

<b>Motion:</b>	<b>That the Executive board approves a balanced budget for FY 2017.</b>
<b>Outcome:</b>	<b>Approved.</b>

At the conclusion of the vote, Chair Short thanked Dr. Cohen and the members of the Finance and Audit Committee, and moved to the next item on the agenda.

**Report of the Ad Hoc Committee on Annual Meeting Speakers – Jeff Hallam, PhD, Chair**

Dr. Hallam said the purpose of his presentation was to ask the Executive Board to approve the policy for selecting Annual Meeting general session speakers. He then walked the board through the proposed policy, and made a motion that the Executive Board approves the Special Committee’s plan for vetting Annual Meeting general session speakers. The motion was seconded, and the chair called for discussion.

The Executive Board discussed the policy, and hearing no further discussion, the chair called for a vote.

<b>Motion:</b>	<b>That the Executive Board approves the Special Committee’s plan for vetting Annual Meeting general session speakers</b>
<b>Outcome:</b>	<b>Yes – 15 No – 3, the motion was approved.</b>

At the conclusion of the vote, Chair Short thanked Dr. Hallam and moved to the next item on the agenda.

**Joint Policy Committee and Executive Session – Kevin Borrup, JD, MBA, Chris Chanyasulkit, PhD, MPH, and Julie Graves, MD, PhD, MPH**

Mr. Borrup began by outlining the issue surrounding the Joint Policy Committee’s inability to enter into executive session while deliberating proposed APHA policies at the Monday session following the public

hearings at the Annual Meeting. He asked that the JPC be added to the list of approved entities that can enter into executive session.

Dr. Bellamy chaired the committee that developed the policy on executive session, and was asked to give her perspective on adding the JPC to section 1A(9). Dr. Bellamy discussed the history of the policy, and the committee's rationale for leaving the JPC off the list of groups that can enter executive session. The board then had a lengthy discussion about the issue. A theme that was mentioned quite a bit by a large number of board members was the importance of transparency.

Mr. Borrup then made a motion that the Executive Board add JPC markup session to APHA's policy on Executive Session, section 1A(9). The motion was seconded, and hearing no discussion, the chair called for a vote.

<b>Motion:</b>	<b>That the executive board add JPC markup session to APHA's policy on Executive Session, section 1A(9).</b>
<b>Outcome:</b>	<b>Yes – 17 No – 0 Abstentions – 1, the motion was approved.</b>

At the conclusion of the vote, Dr. Graves made a motion that the Science Board's spring meeting be closed to members and staff. The motion was seconded, and the chair called for discussion. The board had a thoughtful discussion around the amendment, and hearing no further comments, Chair Short called for a vote.

<b>Motion:</b>	<b>That the Executive Board approve the Science Board's request to hold their spring meeting in executive session.</b>
<b>Outcome:</b>	<b>Yes – 4 No – 11 Abstentions – 3, the motion failed.</b>

The chair thanked the co-chairs of the JPC, and moved to the next item on the agenda.

### **APHA Caucuses – Lynn Bethel Short, RDH, MPH**

Ms. Short discussed a document related to APHA Caucuses and the Caucus Collaborative. She said she provided the information as a way to begin discussions on the feasibility of adding a member of the Caucus Collaborative as an ex-officio member of the Executive Board. She then opened the floor for comment.

Executive Board members had a spirited discussion related to the Caucuses. Some board members thought it was the right time for the Caucuses to be represented on the Executive Board; some board members weren't sure it was the right time for the Caucuses to be represented on the Executive Board; and others weren't sure if the Caucuses wanted representation on the Executive Board. Francis Atkinson, APHA's deputy director of Membership Services, relayed a conversation she had with the co-chairs of the Caucus Collaborative, where they agreed to add a question on Executive Board representation to their needs assessment survey (the survey should be sent in the fall of 2016).

Chair Short thanked the board for their comments, and said she looks forward to more dialogue on the important issue. She then moved to the next item on the agenda.

### **Update on the *American Journal of Public Health* – Alfredo Morabia, MD, PhD, MPH, Editor-in-Chief**

Dr. Morabia thanked the members of the Executive Board for inviting him back to discuss the Journal. He said he's pleased to report that students have been integrated into the work of the Journal, he discussed the student fellowship. And he explained the work of the student think tank, which meets in person a couple times a year, and is doing wonderful things around social media, and developing an *AJPH* student toolkit. He shared that a student editor will begin working at the Annual Meeting. The final student integration is related to global news; three Spanish-speaking students (one from Puerto Rico and three from South America) have been tapped to update and maintain a website with important public health news articles. He said the first issue will come out in July.

Dr. Morabia then discussed the mid-year meeting of the Journal's editors and Editorial Board that took place in Baltimore. He said it was a very productive, dynamic and energizing meeting. He said the Journal itself is doing well. He said review times have been drastically improved. Dr. Morabia then discussed the themes of upcoming issues of the Journal. He concluded his remarks by addressing supplemental issues of the Journal.

Chair Short thanked Dr. Morabia for his presentation, and opened the floor for discussion. Board members were excited about the upcoming theme issues, and the general direction of the Journal. They particularly like student involvement, the redesign, and the monthly email alerts.

Hearing no further question/comments, Chair Short introduced the next item on the agenda.

### **Capitol Hill Briefing – Don Hoppert, Director, Government Relations**

Mr. Hoppert briefed the Executive Board members who were participating in visits with members of Congress.

At the conclusion of the briefing, Chair Short thanked Mr. Hoppert, and hearing no further business adjourned the meeting until 9 a.m. on Tuesday, May 3, 2016.

## **Monday, May 2, 2016**

### **Call to order – Lynn Bethel Short, RDH, MPH, Chair**

The meeting was called to order by Lynn Short, chair of the Executive Board.

Ms. Short began the meeting by making brief housekeeping announcements, and introduced the first item on the agenda.

### **Personnel Discussion – Lynn Bethel Short, RDH, MPH, and Pamela Aaltonen, Chair, Personnel Committee**

The Executive Board entered executive session to discuss personnel issues at 9:27 a.m.

The Board concluded the executive session at 10:17 a.m.

### **New Business – Lynn Bethel Short, RDH, MPH**

Mr. Hernandez reviewed the list of topics that need follow-up. Chair Short will keep track of these items for inclusion on future agendas, discussion and resolution. The following is a list of the items presented by Mr. Hernandez.

List of pending items before the Executive Board as of May 3, 2016:

- Code of Ethics review process update (Requested by Aaron Guest)
- Membership target number, we need a real number other than the budget number. Target number was said to be 21,995 as of August. Benjamin later clarified with staff that the number should be based on March. (Benjamin Hernandez)
- Georges to tell us in July call what were the impacts of the budgets cuts (Benjamin Hernandez)
- IN PROGRESS - Caucus Collaborative representative discussion, hold until at least September to give them time to work things out (Elena Ong)
- Need to have an Executive Board call in June to talk about budget plan, business plan, and component affairs plan. We also need to have an executive session during this call. (Executive Board)
- Discuss name change for the Editorial Board (Executive Board)
- Post card made for GC at the annual meeting to thank them for their contribution (Requested by unknown)
- EHOc Survey come back to us within the next two weeks (Requested by unknown)
- Pilot for discounted membership (Chris Chanyasulkit – G.C. Committee on Financial Assistance).
- Ways the Executive Board can decrease expenses to association (Eldonna Chesnut)

There being no further business, the chair adjourned the meeting.

The next meeting of the Executive Board is a  
conference call on June 23, 2016.