



## Executive Board Meeting Minutes

September 12, 2016

Chair, Lynn (Bethel) Short, RDH, MPH

### IN ATTENDANCE

Gail Bellamy, PhD  
Georges C. Benjamin, MD  
Martha Dewey Bergren, DNS, RN  
Kevin T. Borrup, JD, MPA  
Chris Chanyasulkit, PhD, MPH  
Eldonna Chesnut, MSN, BSN, RN  
Richard J. Cohen, PhD  
Ayman El-Mohandes, MD, MBBCh, MPH  
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  
Barbara Levin, MD, MPH  
Suparna Navale, MPH, MS  
Elena Ong, PHN, MS  
Thomas C. Quade, MPH, MA  
Lynn Ann (Bethel) Short, RDH, MPH

Unable to attend: Pamela M. Aaltonen, PhD, RN

### APHA STAFF

Susan Polan, PhD  
Regina Davis-Moss, PhD  
Kemi Oluwafemi, MBA, CPA  
James Carbo  
Deborah Dillard  
Torrey Wasserman  
Ellen Galant  
Glenn Griffin  
Donald Hoppert

### **Monday, September 12, 2016**

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

The meeting was called to order by Lynn Short, chair of the Executive Board. At the conclusion of the roll call, the chair made brief opening comments 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 September Executive Board meeting. The motion was moved and seconded, and hearing no discussion, the chair called for a vote.

**Motion:**        **To approve the September 12, 2016 Executive Board meeting agenda.**

**Outcome:**      **Approved by acclamation.**

The chair presented items on the consent agenda, and asked that the Executive Director and Presidential citations be removed from list. The chair then called for a motion to approve the remaining items on the consent agenda:

- New Agency Members
- 2017 Leadership appointments
- Executive Director Citation - *removed from the consent agenda*
- APHA President Citation – *removed from the consent agenda*

The motion was moved and seconded, and hearing no discussion, the chair called for a vote:

**Motion:**        **To approve the list of new agency members and the 2017 leadership appointments.**

**Outcome:**      **Approved by acclamation.**

The chair then introduced Dr. C. Jones to discuss the APHA Presidential Citation. The APHA Presidential Citation recognizes a non-APHA member or outside organization. Dr. C. Jones said she is giving her citation to the Black Lives Matter movement, and would like to recognize the three co-founders. She said the movement has moved people to action and citizenship in naming issues that have not been named before. The Board then discussed the citation, and 2016 recipient. At the conclusion of the discussion, Chair Short introduced Dr. Benjamin to discuss the Executive Director Citation. The Executive Director Citation recognizes an APHA member for outstanding service to the Association and the field of public health.

Dr. Benjamin said he would like to give his citation to APHA Past President Joyce Gaufin. He said Ms. Gaufin embodies the spirit of the citation, noting her outstanding service to APHA and the public health community. At the conclusion of his remarks, Executive Board members discussed the citation and 2017 recipient.

Hearing no further discussion, Chair Short introduced the next item on the agenda.

### **APHA Legislator of the Year Award – Donald Hoppert, Director, Government Relations**

Mr. Hoppert discussed the APHA Legislator of the Year Award, and introduced 2016 nominees. He said Executive Board members will vote on the award after the call using a Survey Monkey poll. At the

conclusion of Mr. Hoppert's comments, Executive Board members discussed the award and list of candidates.

Hearing no further discussion, Chair Short introduced the next item on the agenda.

### **Report of the Treasurer – Richard Cohen, PhD, Treasurer**

Dr. Cohen addressed the FY 2016 pre-audit financial statement and narrative, and the FY 2017 financial statement and narrative through July 2016 (one month of the fiscal year).

Regarding FY 2016, Dr. Cohen said APHA's revenue came in under budget at \$222,024, and that expenses were over budget by \$46,290, meaning APHA ended the year with a loss of \$268,314. He said when you factor in investment appreciation and depreciation, APHA ended the year with a loss of \$221,315. Dr. Cohen concluded his remarks concerning FY 2016 by saying APHA's accounting firm is working on the audit, and will speak to the members of the Finance & Audit Committee in the near future.

Dr. Cohen then turned his attention to FY 2017. He said that members of the board shouldn't read too much into the July numbers because it's so early in the fiscal year (one month). That being said, he told the Board that membership was under their projected revenue by \$24,684; the Conventions Department is over their planned revenue by \$118,155 (expenses are over budget by \$5,325); regarding the Publications Department, subscriptions and fees are over their projected revenue, while advertising and book sales are under their projected revenues; and contracts and grants are under their projected revenue target, but that is due in large part to the timing of federal grant funding.

Chair Short thanked Dr. Cohen for his report and opened the floor for discussion. Hearing no comments, Chair Short introduced the next item on the agenda.

### **APHA Policy Appeals – Lynn Bethel Short, Chair**

Chair Short explained the policy appeal process, noting the Board is not evaluating the merit of the policy, but they are looking at the review by the JPC, and determining if their actions followed the correct procedure. She said the Board would hear from the primary authors of policies A1 and B1. She then asked if any member of the Executive Board had a conflict of interest related to either of the policies. Mr. Borrup disclosed that he was the primary reviewer on the JPC regarding policy B, and Mr. Guest disclosed his work on policy B1 before he joined the Executive Board. Chair Short thanked Mr. Borrup and Mr. Guest for their disclosures.

Chair Short then invited the primary author of policy A1 to address the Executive Board. At the conclusion of the author's remarks, Chair Short called for questions, and hearing none thanked the author of policy A1 and introduced the primary author of policy B1. At the conclusion of author's remarks, Chair Short called for questions, and hearing none thanked the author of policy B1.

The Executive Board then discussed policies A1 and B1. At the conclusion of the discussion, Chair Short call for a motion to uphold the ruling of the JPC regarding policy A1. The motion was moved and seconded, and hearing no comments, the Chair called for a vote.

**Motion:** To uphold the decision of the Joint Policy Committee regarding policy A1.

**Outcome:** Yes: 18 No: 0 Abstention: 1

Chair Short then called for a motion to uphold the ruling of the Joint Policy Committee regarding policy B1. The motion was moved and seconded, and hearing no comments, the Chair called for a vote

**Motion:** To uphold the decision of the Joint Policy Committee regarding policy B1.

**Outcome:** Yes: 19 No: 0

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

### **Report of the Governing Council – Barb Giloth, DrPh, MPH, Speaker**

Dr. Giloth discussed the Governing Council meeting agenda, and proposed changes to the APHA bylaws. She said the Council must address several key items at the meeting. In addition to the regular items on the agenda, the Council will address the revised policy statement development process document, several budget related matters, and a multitude of bylaws amendments.

Dr. Giloth then addressed the proposed changes to the bylaws. She said a significant amount of work went into the proposed changes. Dr. Giloth said the members of the Committee on Bylaws did everything they could to reach out and get input from APHA leaders. She said that the majority of the proposed changes are editorial, clarifying, summarizing, and consolidating, but some are content changes. She said there were some things in the bylaws that the Committee didn't address, most notably the Caucuses. She said the Bylaws Committee will address those issues next year.

Chair Short thanked Dr. Giloth for her report and opened the floor for discussion. After a brief exchange related to the Caucuses, Chair Short introduced the next item on the agenda.

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

Ms. Greene-Moton updated Executive Board members on the work of the Membership Committee. She said over the past several months the Committee has clarified their duties and responsibilities and worked closely with the director of APHA Membership Services to understand the big picture of membership. Ms. Greene-Moton said the Committee is committed to aligning their efforts with APHA's strategic plan.

Chair Short thanked Ms. Greene-Moton for her report and introduced the next item on the agenda.

### **Association Update – Georges Benjamin, MD, Executive Director**

Dr. Benjamin began his presentation by discussing three proposed dues changes. He said the dues proposals would need to be approved by the Executive Board before they can be voted on by the

Governing Council. The first proposal was related to schools and programs of public health, the second proposal dealt with agency membership and the third proposal focused on individual membership dues.

Dr. Benjamin reminded the Board that the schools and programs of public health proposal allows an institution to enroll all of their students in APHA at a discounted fee. He said all of the individuals enrolled would be regular individual members of the Association. The plan excludes faculty, with the exception of one faculty liaison. Dr. Benjamin said APHA will create an online learning community for each school. Finally, he reminded the Board that if approved, this is a four-year pilot program beginning in January of 2017.

Dr. Benjamin then discussed the revised agency membership model. He said the proposal offers a different pricing plan based on the type and size of the organization (for-profit vs. non-profit). He went on to say, employees of an agency member organization will be entitled to a discount if they were to join APHA as an individual member. He said the proposal would be brought before the Governing Council at their fall meeting, and if approved, would go into effect in January 2017.

Dr. Benjamin then discussed his plan for an individual membership dues increase based on the consumer price index. He said he would seek the approval of the Governing Council to approve an annual increase for four years starting in January 2017.

Chair Short then opened the floor for discussion. Executive Board members had a lengthy discussion, and hearing no further comments, Mr. Guest made a motion that the Executive Board accept and move the schools and programs of public health membership proposal to the Governing Council. The motion was seconded, and hearing no discussion, Chair Short called for a vote.

**Motion:** That the Executive Board accept and move the schools and programs of public health membership proposal to the Governing Council.

**Outcome:** Approved by acclamation.

At the conclusion of the vote, Mr. Quade made a motion that the Executive Board accept and move the revised agency membership proposal to the Governing Council. The motion was seconded, and hearing no discussion, Chair Short called for a vote.

**Motion:** That the Executive Board accept and move the revised agency membership proposal to the Governing Council.

**Outcome:** Approved by acclamation.

At the conclusion of the vote, Mr. Quade made a motion that the Executive Board accept and move the proposed four-year dues adjustment based on the consumer price index to the Governing Council. The motion was seconded, and hearing no discussion, Chair Short called for a vote.

**Motion:** That the Executive Board accept and move the proposed four-year dues adjustment proposal based on the consumer price index to the Governing Council.

**Outcome:** Approved by acclamation.

At the conclusion of the vote, Dr. Benjamin asked the Executive Board to approve the selection of Washington, D.C., as the host city for the 2025 and 2032 Annual Meetings. He said the APHA conventions team did a wonderful job negotiating the costs of the Washington, D.C., convention center. He acknowledged that hotel costs would be an issue, but hosting the event in D.C. is an important thing to do. The dates of the 2025 Annual Meeting will be from Nov. 1 – 5, and the dates of the 2032 Annual Meeting will be from Oct. 23 – 27.

Chair Short then called for a motion to approve Washington, D.C., as the host city for the 2025 and 2032 Annual Meetings. A motion was made and seconded, and hearing no discussion, the Chair called for a vote.

**Motion:** That the Executive Board approve Washington, D.C. as the host city for the 2025 and 2032 Annual Meetings.

**Outcome:** Approved by acclamation.

At the conclusion of the vote, Chair Short asked members of the Board if they had any questions for Dr. Benjamin. Dr. Bellamy asked a question related to APHA’s position on the Trans-Pacific Partnership Trade Agreement. Hearing no further questions, Chair Short introduced the next item on the agenda.

#### **Report of the Development Committee – Tom Quade, MPH, Chair**

Mr. Quade thanked the members of the Development Committee for their efforts, and discussed the group’s fundraising strategy during the Annual Meeting. He said that members of the Executive Board had agreed to solicit donations at key APHA leadership events, and that the development ask at the Governing Council meeting on Tuesday afternoon will change from a “please give” to a “thank you for giving” message. Mr. Quade also mentioned that Governing Councilors would receive a bookmark outlining the projects their donations help fund over the past year.

Mr. Quade encouraged Board members to review the Development Committee report provided in advance of the meeting. Chair Short thanked Mr. Quade for his report and introduced the next item on the agenda.

#### **Report of the Strategic Planning Committee – Resa Jones, PhD, MPH**

Dr. R. Jones introduced the redesigned draft infographic related to APHA’s strategic plan. She said the committee is pleased with the progress of the design, and are looking for any final comments from Executive Board members related to the latest draft. Dr. R. Jones received many comments and

suggestions to enhance the document. Dr. R. Jones thanked Board members for their comments, and said a final version of the infographic would be presented to the Board at the October meeting.

Dr. R. Jones then briefly discussed the Governing Council roundtable session in Denver. She said she'll be sending out a call for volunteers to serve as facilitators during the session.

Chair Short made brief concluding remarks, and hearing no further business adjourned the meeting.

The next meeting of the Executive Board will take place  
October 27 & 28, 2016 in Denver, Colorado.