



Executive Board Meeting Minutes
July 15, 2024

Present

E. Oscar Alleyne, DrPH, MPH
Melissa (Moose) Alperin, EdD, MPH, MCHES, *Vice Chair*
Georges C. Benjamin, MD
Jessica Boyer, MPH, MSW
Monique Brown, PhD, MPH, MBA
Bryan O. Buckley, DrPH, MPH, MBA
Chris Chanyasukit, PhD, MPH
Aaron Guest, PhD, MPH, MSW
Benjamin Hernandez, MBA
Claude A. Jacob, DrPH, MPH
Amy Lee, MD, MPH, MBA
Nandi Marshall, DrPH, MPH, CHES, CLC, CDE, *Chair*
Stephen Modell, MD, MS
Shirley Orr, MPH, APRA
David Reyes, DNP, MPH, RN, PHNC-BC
Gopal Sankaran, MD, DrPH, MNAMS, CHES
Anthony Santella, DrPH, MCHES, CPH
Denise Strehlow, MPH, MSW
Kevin Sykes, PhD, MPH
Veena Thamilselvan, MSPH
Deanna Wathington, MD, MPH

Unable to Attend

Shontelle Dixon, MPH, CHES
Ella Greene-Moton
Padmini Murthy, MD, MPH, MS

Call to Order and Welcome – Nandi Marshall, DrPH, MPH, CHES, CLS, CDE, Chair

APHA Executive Board Chair Dr. Nandi Marshall called the meeting to order and gave brief opening remarks. Dr. Marshall then called for a motion to approve the meeting agenda. The motion was moved and seconded and hearing no discussion, the Chair called for a vote.

MOTION: To approve the July 2024 Executive Board meeting agenda.

Outcome: Approved by Acclamation.

At the conclusion of the vote, Dr. Marshall called for a motion to approve the consent agenda. The items on the consent agenda included the updated APHA Code of Conduct Policy, May Executive Board meeting minutes and new agency members. Dr. Marshall asked that the May meeting minutes be removed from the consent agenda for further review. The motion was moved and seconded and hearing no discussion, Dr. Marshall called for the vote to approve the consent agenda as amended.

Motion: To Approve the Consent Agenda.

Outcome: Approved by Acclamation.

Report of the Treasurer – Benjamin Hernandez, MBA

Mr. Hernandez began his presentation by discussing the status of FY2024. He noted that as of the end of May 2024, APHA was projecting to end the fiscal year with a loss of \$383,256 from operations, but when factoring in intermediate and long-term investments, APHA was poised to finish the fiscal year with a profit of roughly \$540,000. Mr. Hernandez noted that this is a projection, so that the final numbers will not be known until the annual audit is complete. Mr. Hernandez then informed Executive Board members the annual audit will begin on Aug. 6, 2024. Mr. Hernandez remarked that the Executive Board approved a deficit budget of approximately \$2.3 million for FY2024 and that he was pleased to see that APHA is in a position to end the fiscal year in the black.

Mr. Hernandez then shifted his attention to the FY2025 annual budget. He said the members of the finance and audit committee are recommending the executive board approve a deficit budget of \$2,360,844. Mr. Hernandez said FY2025 revenue is \$22,366,402 and that expenses are \$25,028,245 including a \$50,000 contingency fund and no cost-of-living increase for APHA staff. Mr. Hernandez noted a 9% reduction (\$2,167,029) in revenue from FY2024, he said this is due in large part to the uncertainties around grant funding. Mr. Hernandez concluded his introduction to the FY2025 budget by saying the budget is conservative and that while he was hopeful, he would present a budget with a smaller deficit, it wasn't possible this year. Mr. Hernandez then opened the floor for discussion.

Dr. Guest asked when a cost-of-living increase was last provided to staff. Dr. Benjamin reported that there was not one in the current budget, and the last increase was provided two years ago. Ms. Oluwafemi, APHA's Chief Financial Officer noted that a cost-of-living increase for the staff would total \$307,000 or 3% of the overall budget. After a period of discussion concerning a cost-of-living increase and salary adjustments for APHA senior staff, Dr. Guest made a motion to increase the FY2025 annual budget to include a cost-of-living adjustment for APHA staff and salary adjustments for APHA senior staff. The motion was seconded by Mr. Hernandez. Dr. Marshall called for discussion, hearing no discussion, Dr. Marshall called for the vote.

Motion: To increase the FY2025 annual budget to include a cost-of-living adjustment for APHA staff and salary adjustments for APHA senior staff.

Outcome: Approved by Acclamation.

At the conclusion of the vote, Dr. Guest made a motion to approve the FY2025 budget as amended. The motion was seconded by Mr. Hernandez. Dr. Marshall called for discussion, after a period of discussion, Dr. Marshall called for a vote.

Motion: To approve the APHA FY2025 annual budget as amended.

Outcome: Approved by Acclamation.

Dr. Marshall thanked Mr. Hernandez for his report and the members of the Finance and Audit Committee and APHA staff for their efforts concerning the FY2025 budget and introduced the next item on the meeting agenda.

Association Update Report – Georges C. Benjamin, MD Executive Director

Dr. Benjamin began his presentation by informing the board that APHA will begin the search for the next Editor-in-Chief of the American Journal of Public Health in the fall. He noted that Dr. Alfredo Morabia is not eligible to extend his term as Editor-in-Chief because he is completing his second 5-year term. In 2014, the Executive Board approved a rule that the Editor-in-Chief of AJPH can serve a maximum of two 5-year terms (10-years in total). Dr. Benjamin recommended the executive board formally recognize Dr. Morabia for his outstanding service to the association at the 2024 Annual Meeting.

Concerning AJPH, Dr. Benjamin reported that the Journal published two supplements, one in April (Improving maternal Health Outcomes) and one in June (RADx-UP Prioritizing Community-Engaged Research). Dr. Benjamin also shared information related to the growth of the Journal’s digital media and informed the board that Dr. Morabia was currently on a 19-city speaking tour in China promoting the Journal.

Dr. Benjamin then discussed the release of two books by APHA Press, Race and Research: Perspectives on Minority Participation in Health Studies, 2nd edition and Responding to the Opioid Epidemic: A Guide for Public Health Practitioners. Dr. Benjamin then shared information related to the work of the strategic communications, including, but not limited to APHA’s website redesign project and media releases. Dr. Benjamin then shifted his attention to APHA operations where he discussed the status of the elevator refurbishment project, LED lighting project, lobby renovation project and noted that CEPH is settled into their office space on the 4th floor of the APHA building.

Dr. Benjamin asked the executive board to approve the establishment of two policy statement writing groups, per the executive board’s direction at the May 2024 meeting. The first group will write a comprehensive policy concerning Anti-Hate and the second writing group will address the impacts of war and conflict on public health. These groups are being established because of the executive board’s decision to remove proposed policy statements C3 and C5 from the 2023/2024 policy statement cycle.

Dr. Guest motioned to approve the statements of work for the two writing groups, which was seconded by Dr. Wathington. Dr. Marshall called for discussion, hearing none she called for the vote.

Motion: Approving the establishment and statement of work for the writing groups.

Outcome: Approved by Acclamation.

Dr. Benjamin then provided the executive board with information related to the work of the membership services department including year-over-year membership numbers and statistics related to APHA LEAD engagement. Dr. Benjamin then highlighted APHA’s advocacy efforts, including, but not limited to, APHA involvement in the Emergency Medical Treatment Act and the Chevron Doctrine Act; APHA opposition to multiple bills that would overturn the EPA Clean Air Act and climate regulations; APHA work with members of the House Committee on Agriculture on the Farm Bill; APHA support of the DACA rule, which allowed for the qualification of ACA health coverage and; and many letters sent out in support of APHA priorities, including the loan repayment program and the nutrition programs.

Dr. Benjamin then discussed the 2024 Policy Action Institute held in June, he said that the event was a success and thanked Dr. Susan Polan for her leadership in planning and executing the meeting. He said there were roughly 500 participants both in-person and virtual this year. He said the team will meet over the summer to discuss a way to improve attendance and sponsorship opportunities for next year. Dr. Benjamin then discussed the 2024 Annual

Meeting, noting that 2,370 people had registered for the in-person meeting and that APHA has sold 249 exhibit booths. He then discussed the scientific program, key registration deadlines, details about Minneapolis, MN (the host city) and special events. Dr. Benjamin said APHA will use Zenus Technology again this year to gather aggregate audience information in the general sessions and exhibit hall. Dr. Benjamin then announced the opening general session speaker for 2024 is Dr. Reed Tuckson.

Dr. Benjamin concluded his presentation by discussing the APHA trip to Cuba to celebrate the Cuban Society for Public Health's 50th Anniversary. Dr. Benjamin then answered several questions pertaining to his presentation. Hearing no more questions or comments, Dr. Marshall thanked Dr. Benjamin for his presentation and introduced the next item on the meeting agenda.

Strategic Planning Committee Update – David Reyes, DPN, MPH, RN, PHNA-BC, Chair, Celeste Philip, MD, MPH, and Liz Scott, PhD, Chief Executive Officer, Brighter Strategies

Dr. Reyes began his presentation by reporting that the Strategic Planning Committee met and that he delivered a progress report to the Governing Council at their mid-year meeting in June. He noted that the implantation process has begun and that the work lies mainly with the Executive Director and APHA staff. He then introduced Dr. Liz Scott, the CEO of Brighter Strategies (APHA's strategic plan implantation consultant) who provided the board with a detailed report on the status of the strategic plan implantation process.

Dr. Scott began her presentation by discussing APHA's mission and vision as well as the five overarching areas of focus. She noted that all five strategic planning areas of focus have a staff committee working on developing a goal specific implementation plan and that all APHA staff have been assigned to a working group. She said that each working group has been assigned a senior staff liaison who serves as a bridge between the implementation work group and the organization's executive leadership team.

Senior staff liaisons also provide organizational context and guidance, help remove organizational roadblocks or barriers and can escalate critical issues or concerns to the Executive Director. Dr. Scott informed the board that her firm was retained to provide project management support, facilitation, coaching, project support to each work group and to support APHA's implementation planning work.

Dr. Scott then introduced her team, Dr. Ann Romosz a senior consultant who focuses on training and coaching, and Liyo Masvidal, a senior associate who focuses on support and documentation. Dr. Scott said that she is serving as the team leader and project leader.

Dr. Scott then laid out the roadmap for the year ahead. She said the team held an all-staff project kickoff meeting in June and that several workgroups had their first meeting. She said there was a training meeting with the senior staff liaisons and work group leaders and that the Executive Board liaisons met on June 17. Looking ahead, Dr. Scott said each work group will develop a charter, build out an action plan, begin a landscape analysis and develop metrics.

Dr. Scott concluded her presentation by discussing the staff brainstorming process around creating a 6th work group that will focus on exploring modifications to the current membership model that will maximize revenue and member value. She said this group will also look at ways to streamline APHA's governance structure to support more agile decision making, improve effectiveness and foster member engagement.

David Reyes thanked Dr. Scott and her team for their work. He asked Dr. Benjamin to share his thoughts on the project. Dr. Benjamin thanked Dr. Reyes and Dr. Scott for their leadership and stated that he was pleased with the progress so far and that he was excited to see where the process takes the association. Dr. Reyes then opened the floor for discussion. The executive board had a robust conversation about the strategic plan, implementation process and next steps.

Dr. Marshall thanked David Reyes and Dr. Scott for their presentation and hearing no further comments, made concluding remarks, and called for a motion to adjourn the meeting. The motion was moved and seconded and hearing no discussion, Dr. Marshall called for the vote. The motion was approved by acclamation.

Concluding Remarks and Adjournment - Nandi Marshall – DrPH, MPH, CHES, CLC, CDE, Chair

Dr. Marshall concluded the meeting by making brief remarks, she informed the executive board that the September meeting will include both candidates running for open positions on the executive board and one-year ex-officio members of the board, so they get a sense of how a board meeting is run. Dr. Marshall asked board members to complete the meeting evaluations; and Dr. Marshall asked returning board members to begin thinking about running for board chair and vice chair for the 2024/2025 leadership term.

Dr. Marshall then called for a motion to adjourn, the motion was moved and seconded and hearing no discussion the motion was approved by acclamation.

The next meeting of the Executive Board will take place on Monday, September 16, 2024, from 2- 4 p.m. (ET) virtually.

DRAFT