



Executive Board Meeting Notes May 6 – 8, 2018

Resa M. Jones, MPH, PhD, Chair

In Attendance

Pamela M. Aaltonen, PhD, RN
Donna K. Beal, MPH, MCHES
Georges C. Benjamin, MD
Ayanna V. Buckner, MD, MPH
Charlene Cariou, MHS, CHES
Chris Chanyasulkit, PhD, MPH
Eldonna Chesnut, BSN, MSN
William G. Courtney, DVM, MPH, MA
Betty B. Daniels, PhD, RN
Ella Greene-Moton, Vice Chair
M. Aaron Guest, MPH, MSW
Jeffrey S. Hallam, PhD
U. Tara Hayden, MHSA
Benjamin H. Hernandez, MBA
Resa M. Jones, MPH, PhD
Kathy M. Lituri, RDH, MPH
Linda Rae Murray MD, MPH, FACP
Thomas C. Quade, MPH, MA
Martha C. Romney, RN, MS, JD, MPH
Joseph Telfair, DrPH, MPH, MSW
Ryan C. Tingler, MPH
Catherine L. Troisi, PhD
Deanna Wathington, MD, MPH, FAAFP

Elena Ong, PHN, MS, was excused due to a family medical emergency. She participated by telephone for parts of the meeting.

Sunday, May 6, 2018

Call to Order/Roll Call/Opening Remarks – Resa M. Jones, MPH, PhD, Chair

The meeting was called to order at 1:03 p.m. by Resa Jones, chair of the Executive Board. The chair then made brief opening comments and introduced the first item on the agenda.

APHA Staff in Attendance

James Carbo
Regina Davis-Moss, PhD
Kemi Oluwafemi, MBA, CPA
Susan Polan, PhD
Ellen Galant
Torrey Wasserman
Deborah Dillard
Anna Keller
Ashell Alston
Tia Taylor Williams

Approval of the meeting agenda and consent agenda – Resa M. Jones, MPH, PhD, Chair

The chair called for a motion to approve the agenda for the May 2018 Executive Board Meeting. The motion was moved and seconded, and hearing no discussion, a vote was called.

Motion:	To approve the May 6 – 8, 2018 Executive Board meeting agenda.
Outcome:	Approved by acclamation.

The chair presented items on the consent agenda and asked if anything should be removed for further discussion. Mr. Guest requested the APHA Annual Meeting Equal Opportunity & Discrimination Policy be removed from the consent agenda. The chair removed the item and called for a motion to approve the remaining items on the consent agenda. The motion was moved and seconded, and the Chair called for discussion. Hearing none, the chair called for a vote.

Items on the consent agenda included:

- March Executive Board Meeting Notes
- New Agency Members
- Leadership Appointments
- APHA Conflict of Interest Policy
- Executive Board Policy on Eligibility for Agency Membership
- Updated Committee Descriptions for the Development Committee and Committee on Social Responsibility
- ~~APHA Annual Meeting Equal Opportunity and Discrimination Policy (including Gender Neutral Bathrooms)~~

Motion:	To approve the consent agenda:
	March Executive Board Meeting Notes, New Agency Members, Leadership Appointments, APHA Conflict of Interest Policy, Executive Board Policy on Eligibility for Agency Membership, and Updated Committee Descriptions for the Development Committee and the Committee on Social Responsibility.
Outcome:	Approved by acclamation.

The chair called on Mr. Guest to discuss his thoughts related to the APHA Annual Meeting Equal Opportunity and Discrimination Policy, and after a brief period of discussion, it was determined the Executive Board would discuss and vote on the proposed policy on Monday, May 7.

Discussion of Old Business – Resa M. Jones, MPH, PhD, Chair

The Chair led the discussion concerning old business before the Executive Board. At the conclusion of the discussion, the chair encouraged Executive Board members to submit updates regarding the remaining items on the old business document to James Carbo in advance of the July Executive Board meeting.

The chair then led the discussion around the China Organ Harvest Center's application for APHA Agency Membership. Executive Board members spoke both for and against approval. After a lengthy discussion the Chair called for a motion asking the Executive Board approve the China Organ Harvest Center as an APHA Agency Member. The motion was moved and seconded, and hearing no further discussion, the chair called for a vote.

Motion:	To Approve the China Organ Harvest Center as an APHA Agency Member.
Outcome:	The motion was approved
	Yes: 19
	No: 1
	Abstain: 3

At the conclusion of the vote, Mr. Guest made a motion to have the Membership Committee of the Executive Board review the APHA Executive Board policy on agency membership and report back to the Executive Board at the July meeting. The motion was moved and seconded, and hearing no further discussion, the chair called for a vote.

Motion:	To have the Membership Committee of the Executive Board review the APHA Executive Board policy on agency membership and report back to the Executive Board at the July meeting.
Outcome:	Approved by acclamation

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

Report of the Joint Policy Committee – Ayanna V. Buckner, MD, MPH, Chair, Science Board; U. Tara Hayden, MHSA, Chair, Education Board; and Marty C. Romney, BSN, JD, MPH, Chair, Action Board

The co-chairs of the Joint Policy Committee summarized the policy statement development process as of May 6. They reported the JPC accepted 24 proposed policy statements into the 2018 process. The following are the categories and number of proposed policy statements in each group — Group A: Access to Care and Environmental Health (6 policies); Group B: Health Promotion and Prevention and Immigration and International Health (5 policies); Group C: Human Rights (4 policies); Group D: Social Determinants of Health and Equity (9 policies).

The JPC met on May 3 & 4 to discuss the proposed policy statements, and give their initial assessments. They reported the JPC gives each proposed policy statement one of the following recommendations; Positive, meets policy guidelines and only minor changes needed; Conditional, meets policy guidelines but needs some revisions and re-review; and Negative, does not meet policy guidelines, or there are major flaws.

The co-chairs then shared the initial JPC proposed policy statement assessments, (it should be noted the JPC did not divulge which policy received which assessment). They reported no proposed policy statements received a positive assessment; 13 proposed policy statements received a conditional assessment; and 11 proposed policy statements received a negative assessment.

The co-chairs then closed their remarks by outlining the policy statement development process between May 6 and the Annual Meeting. At the conclusion of the report, members of the Executive Board asked questions related to the presentation.

The chair thanked the co-chairs for their report and introduced the next item on the agenda.

Report of the Council of Affiliates – Charlene Cariou, MHS, CHES, Chair

Ms. Cariou thanked the chair and introduced the Executive Board to the Council of Affiliates work plan for 2018. She said the CoA work plan aligns with APHA's strategic plan, so the three core strategies are: Strengthening Public Health Practice; Building a Public Health Movement; and Aligning Organizational Capacity and Infrastructure. She then discussed the work being done under each core strategy.

Under core strategy one, she said the first objective is related to scientific sessions at the Annual Meeting, increasing Affiliate public health knowledge focused on the state/local levels. Objective two focuses on poster sessions at the Annual Meeting highlighting the best undergraduate, graduate and Affiliate research. The third objective under core strategy one is to host a series of live webinars with public health content provided by APHA, Affiliates, and partners.

She said core strategy two encourages each Affiliate to report one public activity (including media activities) during National Public Health Week; one public activity (including media activities) for the PHACT Campaign (Speak for Health Campaign); and having the Affiliates take a more active role in the APHA policy statement development process.

The final core strategy focuses on organizational capacity. She said each Affiliate is working to increase their organizational capacity. They are working to align their strategic plan with the APHA strategic plan. They are working together to build regional cohesiveness, including supporting initiatives, and information sharing. Ms. Cariou reported that all of the Affiliates are working to increase student involvement. Finally, she said the Council of Affiliates is taking a look at how they can better serve their constituents.

Ms. Cariou concluded her remarks by saying the Council will prepare a final report highlighting the activities of the CoA after the 2018 Annual Meeting in San Diego.

The chair thanked Ms. Cariou for her report and opened the floor for questions/comments. After a brief discussion, the chair introduced the next item on the agenda.

Presentation: Structural Racism and Implicit and Explicit Biases - Gail C. Christopher, DN

Gail Christopher presented on structural racism and implicit and explicit bias. Dr. Christopher is the architect of the W.K. Kellogg Foundation's Truth, Racial Healing & Transformation. She now leads the Maryland-based Ntianu Center for Healing and Nature, which she launched in August 2017.

Report of the Governance Committee – Ella Greene-Moton, Chair

Ms. Greene-Moton thanked the members of the Committee for their efforts and proceeded to outline the activities of the Governance Committee since January 2018. She said a number of the items on the Committee's work plan will be addressed at the May meeting.

She then discussed the status of the Committee's Executive Board Exit interview survey and report. She said five of the eight former members of the Executive board completed the online evaluation. She then asked members of the Board to review the exit interview report; she said the Committee has looked at the information, and is actively trying to incorporate some of the recommendations to improve the Executive Board experience.

Ms. Greene-Moton then discussed some of the key finding of the March Executive Board meeting evaluation. She said the Committee is looking at how to improve the conference call/webinar meetings.

She then addressed a concern that was discussed during one of the Committee's meetings pertaining to the voting status of the JPC co-chairs. The Governance Committee had a suggestion to consider allowing the JPC co-chairs voting privileges. The Board asked the Governance Committee to conduct a review of historical minutes as ex officio vote was discussed 4-5 years ago. Depending on what is learned, the request will be referred to the Bylaws Committee for review.

Ms. Greene-Moton concluded her remarks by discussing the work the Committee is doing in conjunction with the Nominations Committee in recruiting qualified individuals to run for elected positions of the Board. She said the Committee is also looking into Executive Board member training around fundraising.

The chair thanked Ms. Greene-Moton for her presentation and introduced the next item on the agenda.

Report of the Treasurer – Benjamin H. Hernandez, MBA, Treasurer

Mr. Hernandez reported on the status of FY 2018 (through March 2018). He said total revenues are \$14,600,765 (92% of the annual budget), which is over budget by \$1,205,472. He said expenses are \$12,724,850 (79% of the annual budget), which is over budget by \$303,156. Mr. Hernandez reminded Board members expenses always lag behind revenue. He reported net assets from operations at \$1,875,914, which was over budget by \$902,316. He said when you add in investments; Association-wide net income was \$2,195,045.

Mr. Hernandez said, as of the end of March, the Association is projecting a profit of \$391,531 from operations and income of \$753,501 when you add in investment income and appreciation. Mr. Hernandez

reminded Executive Board members investment income is based on the stock market, so the number can change between May and the end of the fiscal year (June 30).

Mr. Hernandez concluded his remarks by providing a preview of the FY 2019 budget. He said the Executive Board will discuss and vote on a \$15,633,214 budget, which is a 3% reduction compared to FY 2018.

After a brief period of discussion, Dr. Jones thanked Mr. Hernandez for his report, and hearing no further business adjourned the meeting until 8:30 a.m. on Monday, May 7, 2018.

Monday, May 7, 2018

Welcome and Sunday Recap – Resa M. Jones, MPH, PhD, Chair

The Chair called the meeting to order at 8:32 a.m., and provided the Board with a summary of Sunday's meeting. She then discussed Monday's meeting agenda, and introduced the first item on the agenda.

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

Dr. Benjamin thanked the Chair and welcomed Board members to Monday's meeting. He began his presentation by recognizing May as Asian Pacific American Heritage Month. He then discussed National Public Health Week 2018; he said the week was a success, and acknowledged the work of APHA staff who led the effort. He then provided the Board with some highlights from the week.

Dr. Benjamin then discussed the APHA 2018 Annual Meeting. He announced the Opening General Sessions speakers, Dr. David Williams and U.S. Surgeon General Dr. Jerome Adams. He said the Monday General Session will feature the CDC Foundation's Fries Award recipient, and Melissa Harris-Perry will provide a keynote address and moderate a panel discussion. He said the Closing General Session will focus on women's health.

Dr. Benjamin then outlined the rationale for approving San Antonio as the site of the 2026 APHA Annual Meeting. He said the APHA Conventions team performed a site visit, and supported this recommendation.

Dr. Benjamin said San Antonio would be a good site for the Annual Meeting because Texas is a strong Affiliate, it is culturally diverse, the hotel and convention space can accommodate the meeting, it's an easy city to get to, and is affordable for members. In addition, he said; current city leadership supports immigrants and has nondiscrimination policies related to gender identity and sexual orientation; San Antonio is a smoke free city according to Americans for Non-smokers Rights; the city has fluoridated water; the convention center is LEEDS certified; and San Antonio is a walkable, bike friendly city with greenspace and the Riverwalk. Dr. Benjamin did acknowledge a drawback. He reminded the Board that Texas is an open carry state with a permit. That being said, he explained APHA would control the space, and therefore no firearms would be allowed in rented spaces (hotels and the convention center).

Dr. Benjamin then made a motion that the Executive Board approves San Antonio, Texas, as the site of the 2026 APHA Annual Meeting. The motion was moved and seconded and hearing no discussion, the chair called for a vote.

Motion: The Executive Board approves San Antonio, Texas, as the site of the

2026 APHA Annual Meeting.

Outcome: Approved by acclamation.

At the conclusion of the vote, Dr. Benjamin announced the 2019 Annual Meeting Theme, "Creating the Healthiest nation: For Science. For Action. For Health."

Dr. Benjamin then discussed several member and staff highlights since the beginning of the year. Some of the highlights include the APHA Police Violence Workgroup finished their work and submitted a proposed policy statement to the Joint Policy Committee. He said APHA has a membership survey in the field, and a summary of the results will be presented at the July meeting. He thanked Deborah Klein Walker and Peter Orris for their work with the World Federation of Public Health Associations, and he announced Dr. Susan Polan was elected a member of the Board of the Global Health Council.

Dr. Benjamin then shared some of the Association's activities related to health equity, including but not limited to an environmental health services event held in Flint, Michigan. He said APHA will host a fellow from the Office of Minority Health Youth Health Equity Fellow this summer, there will be an APHA all-staff equity training session through the Kresge Racial Equity Learning Program, and he provided the Board with an update on the status of the W.K. Kellogg Foundation's Truth, Racial Healing & Transformation project.

Dr. Benjamin then discussed APHA's advocacy activities, some of his external engagement activities and APHA's participation in the March for Our Lives, the March for Science, U.S. News and World Report/Aetna Foundation –Healthiest Communities Rankings rollout, and other activities.

At the conclusion of Dr. Benjamin's report, the Executive Board discussed the tabled consent agenda item, approval of the APHA Annual Meeting Equal Opportunity and Discrimination Policy. As background, in the fall of 2017 members of the Executive Board asked that language regarding gender neutral bathrooms be added to the APHA Annual Meeting Equal Opportunity and Discrimination Policy.

Dr. Benjamin and Anna Keller, APHA's Director of Conventions Services presented the changes to the policy, and asked the Executive Board for their approval. Members had a lengthy discussion surrounding the policy and proposed suggested revisions, to include "national origin and immigration status" in addition to the language surrounding gender neutral bathrooms. The chair called for a motion to approve the updated policy, the motion was moved and seconded, and hearing no further discussion, the chair called for a vote.

Motion: That the Executive Board approves the APHA Annual Meeting Equal Opportunity and Discrimination Policy as amended.

Outcome: Approved

Yes: 23 No: 0 Abstentions: 1

One final note: the Executive Board asked APHA conventions staff to check into whether the San Diego Convention Center is considered public space if we rent it. The Executive Board also recommended APHA staff be trained on what U.S. Immigration and Customs Enforcement (ICE) officials can and cannot do, and what a legal warrant is versus what isn't related to the Annual Meeting. Dr. Benjamin noted that because the Convention will be in California, APHA will reference language used by the California Attorney General's office.

The chair thanked Dr. Benjamin for his presentation and introduced the next item on the agenda.

Report of the Intersectional Council – Kathy M. Lituri, MPH, RDH, Chair

Ms. Lituri began her presentation by introducing the Executive Board to the Intersectional Council’s proposed policy regarding Section/SPIG/Forum name changes. She said the proposed policy was written by a subcommittee of the ISC Steering Committee and presented and approved by the full ISC Steering Committee, the proposed policy was then shared with the ISC for their approval (33 components can vote on the policy). She said 25 components responded with 22 voting for the proposed policy, 2 voting against the proposed policy, and 1 component gave a conditional yes, with revisions.

Ms. Lituri shared some of the key provisions of the proposed policy and opened the floor for comments/discussion. Executive Board members suggested a clarifying revision to point number 6, “Proposed name change that receives 2/3 of the vote by current component members who participate in the vote via the online tool must now get...” Ms. Lituri thanked the Board for their comments, and asked the Chair for a vote to approve the proposed policy. Hearing no further discussion, the Chair called for a vote.

Action:	That the Executive Board approves the Intersectional Council’s proposed policy regarding Section/SPIG/Forum name changes.
Outcome:	Approved by acclamation.

At the conclusion of the vote, Ms. Lituri discussed the work of the ISC, noting the ISC’s push for expanding collaborations with the CoA and Governing Council. She discussed other ISC collaborations related to gun violence, opioids, rural health, the ACA, and other pressing public health matters. She said the ISC has hosted a webinar on how components can use MOU’s. She discussed the work of the leadership pathways committee and component development of work plans and work plan reports, and she said the ISC is still working on the moratorium issue and the creation of a dashboard with metrics on what the components are doing (meeting deadlines, participating in APHA activities, etc.). Ms. Lituri concluded her presentation by discussing Section budget allocations.

The Chair thanked Ms. Lituri for her presentation and introduced the next item on the agenda.

Report of the Committee on Social Responsibility – Betty B. Daniels, PhD, RN, Chair

Dr. Daniels began her report by thanking the members of the Committee on Social Responsibility for their participation. She singled out the work of both Kathy Lituri and Tim Gibbs for their efforts related to the creation of the evaluation tool, and the overhaul of the Guidelines for Gifts and Donation document.

Dr. Daniels then updated the Board on the status of the CSR Guidelines for Gifts and Donation document project. She said Tim Gibbs and his team at the Delaware Public Health Association are actively working to clarify the language of the Guidelines (last revised in 2011). She said the intent of the overhaul is to make the document flow in a more logical way and be easier to navigate. She said the Committee will distribute the edited guidelines to the Executive Board after CSR Committee review and approval.

Dr. Daniels then outlined the ongoing activities of the Committee. Items included: the approval of the updated CSR Committee description; the creation of a CSR PowerPoint presentation explaining the policies and procedures for fundraising under the APHA umbrella; upcoming CSR presentations to the ISC/CoA and President Elect/Chair Elect Meeting; and Annual Meeting activities. Additional activities include the evaluation of potential funding organizations, some of which will be discussed during the CSR's in-person meeting (at the May Executive Board meeting).

Dr. Daniels then asked the Executive Board for guidance on how to approach companies where the CEO is both the head of a parent company and corporate foundation. The Board had a thoughtful conversation surrounding the issue, and reaffirmed their trust in the CSR to use their judgement to appropriately review cases where a CEO of a for-profit company also oversees the Foundation (non-profit entity) associated with the company.

The Chair thanked Dr. Daniels for her presentation and introduced the next item on the agenda.

APHA IT & Technology Systems Briefing – Georges C. Benjamin, MD, Executive Director

Dr. Benjamin began his presentation by recognizing the work the Executive Board's been doing related to APHA's IT infrastructure. He said, since the Board's been focused on only a part of the system, the purpose of his presentation was to give a comprehensive overview of all of APHA's systems and their annual costs.

Dr. Benjamin said APHA is very technology-dependent, with many different users, systems and interfaces. He then shared the IT organizational chart, noting the APHA IT Department has three staff members who are overseen by the Chief of Staff. He discussed the principle responsibilities of the IT Department and APHA's IT technology strategy.

Dr. Benjamin then gave a comprehensive overview of the IT systems related to APHA's finance, communications, conventions, membership and publications departments, and major IT back office systems. He discussed current IT projects including the iMIS 30-day billing cycle and auto-draft project, and APHA's plan to migrate iMIS and Dynamic Great Plains (accounting software) to the cloud. Dr. Benjamin concluded his presentation by discussing pending projects including upgrading the online member community, migration of Public Health Newswire to APHA's main website, and work surrounding the General Data Protection Regulation (GDPR).

At the conclusion of his presentation, Dr. Benjamin took questions from the Executive Board related to his presentation. During the Executive Board's discussion, the issue of bank transaction fees was discussed, and it was determined the Finance and Audit Committee would look into the matter and report back to the Executive Board at an upcoming meeting (July or September).

Working Lunch: Capitol Hill Briefing – Don Hoppert, Director, Government Relations, and Gaby Witte, Senior Manager, Government Relations

In preparation for individual Hill Visits, APHA staff provided the Board with a brief overview of a few issues that are most important to APHA (e.g., maintaining the Prevention and Public Health Fund, funding for CDC, HRSA, etc., as well as reducing the impact of climate change by not rolling back the Clean Power Plan, or the Clean Air Act, etc.).

APHA Membership Activities – M. Aaron Guest, MPH, MSW; Ellen Galant, Director, APHA Membership Services

Mr. Guest, the Chair of the Membership Committee of the Executive Board, provided the Board with an update on recent membership activities. He began by providing the Board with pertinent information related to the number of APHA member communities and the APHA individual membership fee schedule. Mr. Guest then presented the Membership Dashboard, as of March 2018. He noted both the highest (25,788, Aug. 2015) and lowest (20,505, Oct. 2016) membership totals over the last five years.

Mr. Guest then outlined the membership plan associated with the FY 2019 budget. He said the plan will focus heavily on: recruitment and retention efforts; internal and external collaborations between APHA, components, and Affiliates; utilization of social media campaigns; targeting already existing relationships such as NPHW partners, and Generation Public Health allied organizations; and targeted membership solicitations to those in western states related to the Annual Meeting.

Mr. Guest then discussed the status of ongoing projects, including but not limited to, increased activity by the Committee on Membership to: provide value and engage students and early career professionals; collaborations with ASPPH; the promotion of agency memberships to academic institutions; and traditional telemarketing campaigns to solicit lapsed members.

Mr. Guest concluded his presentation by discussing APHA staff efforts to increase inter-departmental collaborations focusing on membership recruitment and retention, and active recruitment of members through email signatures, participation in outside conferences, etc. Mr. Guest then took questions/comments from the Board.

The chair thanked Mr. Guest for his presentation and introduced the next item on the agenda.

Report of the Ad Hoc Committee on APHA's IT Infrastructure – M. Aaron Guest, MPH, MSW, Chair

Mr. Guest began his presentation by outlining the charge of the Ad Hoc Committee on APHA's IT Infrastructure. He then introduced the members of the Ad Hoc Committee, and thanked them for their efforts. Mr. Guest then outlined APHA's existing IT infrastructure related to membership and the online community. Platforms include iMIS (APHA's membership database), Great Plains (financial management software), Luminare (email marketing and advocacy platform), and APHA Connect (online membership community).

Mr. Guest then shared feedback from the leadership of APHA's components, and outlined the Committee's five recommendations related to APHA's IT infrastructure. Recommendations included: utilizing the cloud for hosting APHA platforms such as iMIS and Great Plains; correcting existing auto-draft issues; reviewing current member communication technology; moving away from the APHA Connect online membership community and utilizing a different platform such as Higher Logic; and other recommendations related to the *American Journal of Public Health* website, the Annual Meeting content submission platform, and review of the APHA IT Department.

Mr. Guest concluded his report by noting some of the Committee's recommendations were already underway, and the remaining items will be considered after results from the APHA membership survey are obtained and summarized. Mr. Guest then took questions related to his presentation. Hearing no

further questions, Dr. Jones thanked Mr. Guest and the Ad Hoc Committee for their work, and there being no further business before the group, disbanded the Committee.

The chair then introduced the next item on the agenda.

APHA FY 2019 Budget Presentation – Benjamin H. Hernandez, MBA, Treasurer; Georges C. Benjamin, MD, Executive Director

Mr. Hernandez made brief opening remarks and introduced APHA’s proposed FY 2019 budget to the Executive Board.

He said the FY 2019 budget is a balanced budget, with both expenses and revenues equaling \$15,633,214. He went on to say the FY 2019 budget is a decrease of \$452,141, or 3%, from FY 2018.

Mr. Hernandez then walked the Executive Board through the FY 2019 budget book, and asked Dr. Benjamin to discuss the budget process.

Dr. Benjamin outlined the process APHA staff uses to create the budget. He said the process begins in January when he meets with budget managers to review their work plan for the upcoming fiscal year. He said he then asks budget managers to develop their budgets on approved items in their work plan. Next, he said senior management evaluates the initial budget, addressing any imbalances between revenues and expenses.

Once the proposed budget is complete, it is sent to the Finance and Audit Committee for their review and comment. Finally, the budget is presented to the Executive Board for their review and approval.

Dr. Benjamin then asked the APHA staff responsible for revenue to discuss their proposed FY 2019 budget. The following departments presented their budget to the Executive Board:

- Conventions
- Membership and Component Affairs
- The Policy Center (Grants and Contracts)
- Publications
- Development

Dr. Benjamin then discussed the assumptions in the proposed FY 2019 budget. He said salary and fringe benefits are based on current existing staff positions with no cost of living adjustment. He said the budget includes a \$50,000 contingency fund. He concluded his remarks by highlighting the budget couldn’t cover over \$2 million in unfunded items/projects.

At the conclusion of the budget presentation, Executive Board members asked questions and made comments related to the FY 2019 budget.

Hearing no further discussion, the Chair called for a motion to approve the FY 2019 proposed budget. The motion was moved and seconded, and hearing no discussion, the Chair called for the vote.

Motion: To approve the proposed fiscal year 2019 budget.

Outcome: Approved by acclamation.

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

Executive Board Committee Meetings

At the conclusion of the FY 2019 budget presentation, members of the Development Committee, Strategic Implementation Committee, Personnel Committee, Committee on Social Responsibility, and Membership Committee of the Executive Board met to discuss their 2018 work plans and pending business.

The members of the Governance Committee and Finance and Audit Committee met on Sunday, May 6. The Executive Committee of the Board didn't meet during the May meeting.

Prior to the start of the Committee meetings, the Chair adjourned the meeting until 8:30 a.m. on Tuesday, May 8, 2018.

Tuesday, May 8, 2018

Welcome and Monday Recap – Resa M. Jones, MPH, PhD, Chair

The Chair called the meeting to order at 8:30 a.m., and provided the Board with a summary of Monday's meeting. She then discussed Tuesday's meeting agenda and introduced the first item on the agenda.

EXECUTIVE SESSION – The Executive Board entered into a period of executive session to discuss personnel matters. The Board entered executive session at 8:50 a.m. and exited executive session at 9:25 a.m.

Report of the Strategic Implementation Committee – Pam M. Aaltonen, PhD, RN, Chair

Dr. Aaltonen presented data that had been obtained to further complete the required reporting on selected strategic plan metrics that were missing at the November 2017 meeting. She said Committee members continue to look at the strategic plan metrics to determine if they meaningful, and valid. She said the Committee is also looking at how the Association collects data from the components and how that data supports the work of APHA. Dr. Aaltonen said the committee also spent a great deal of time reviewing the social determinates of health and leading health indicators and how the Association records the data.

Dr. Aaltonen said overall the meeting was very productive, and she'll have more to report to the Board over the next several months.

New Business - Resa M. Jones, MPH, PhD

- During new business, Resa Jones, chair of the Executive Board, reminded the Board of the fact that credit card transaction/processing fees are absorbed by APHA, which is a significant amount of money annually. There was discussion about options for potentially recouping these funds. The information on annual costs related to these fees will be shared with the Governing Council during the mid-year meeting in June 2018.

- A discussion focused on how APHA can reduce its carbon footprint both at the Annual Meeting and all in person meetings of the Executive Board.
- The chair asked the Speaker of the Governing Council to consider developing an Executive Board meeting agenda item around APHA policy-related issues for a future meeting.

Executive Board Committee Reports

All Committees that had not already reported on activities during the May Board meeting provided updates:

Development Committee – Elena Ong, PHN, MS, Chair and Donna Beal, MPH, MCHES

It was reported that the Committee discussed Executive Board member engagement in the development process. Ms. Beal shared information on the “give, get or provide” method of Executive Board member development engagement. She then discussed the Committee’s conversation around implementing the model in a stepped approach for APHA Executive Board members. The Executive Board then had a discussion related to the topic, and agreed to continue the conversation at a future meeting.

Personnel Committee – Jeffrey Hallam, PhD, Chair

Dr. Hallam discussed the Committee’s work related to the evaluation of the Executive Director. He said the Committee has reached agreement on the evaluation timeframe, and more information will be shared with the Board at the July meeting.

Executive Board members participated in Capitol Hill visits with their senators and representative on Tuesday, May 8, 2018.

Hearing no further new business, the chair made concluding remarks, thanked members of the board for their participation in the meeting, and adjourned the meeting.

The next meeting of the Executive Board will take place on July 9, 2018 via conference call/webinar.