



**APHA Executive Board Meeting Minutes**  
**July 15, 2019**  
**2 - 4 p.m. EDT**

**I. Call to Order and Roll Call**

Chair Betty Daniels welcomed everyone, and a quorum was established.

**PRESENT:**

Allison R. Casola, PhD, MPH, CHES  
Betty B. Daniels, PhD, RN  
Benjamin H. Hernandez, MBA  
Catherine L. Troisi, PhD  
Chris Chanyasulkit, PhD, MPH  
Donna K. Beal MPH, MCHES  
Elena Ong, PHN, MS  
Eldonna J. Chesnut, MSN  
Georges C. Benjamin, MD  
Harry T. Kwon, PhD, MPH, MCHES  
Hope M. Rollins  
Jamie M. Roques, MPH, MPA, APRN  
Jeanie L. Holt, MPH, MS  
Katherine Sutkowi, MSW  
Lisa M. Carlson, MPH, MCHES  
Linda Rae Murray, MD, MPH, FACP  
M. Aaron Guest, PhD, MPH, MSW  
Nandi A. Marshall, DrPH, MPH, CHES  
Pamela M. Aaltonen, PhD, RN  
William G. Courtney, DVM, MPH, MA

**UNABLE TO PARTICIPATE:**

Deanna Wathington, MD, MPH, FAAFP  
Heather A. McCabe, JD, MSW  
Joseph Telfair, DrPH, MSW, MPH  
Suparna Navale, MS, MPH

I. **Administrative Affairs**

A. Approve the Meeting Agenda

**Motion: To approve the Executive Board July meeting agenda.**

**Outcome: Approved by acclamation.**

B. Approve the Consent Agenda

- Executive Board May Meeting Minutes
- New Agency Members

**Motion: To approve the consent agenda.**

**Outcome: Approved by acclamation.**

II. **Discussion**

A. **Old Business**

**Betty Daniels, Chair**

No update from the Pathways to Leadership Workgroup.

B. **Approval of discontinuation of NY City Affiliate**

**Georges C. Benjamin,  
Executive Director**

The New York State Public Health Association recently merged with the Public Health Association of New York becoming one organization as NYSPHA. This reduced the number of Affiliates to 53 from 54. The combined Affiliates will result in a slight increase in APHA's revenue for FY2020 and one less seat in the Governing Council. The Executive Board was asked to officially approve the dissolution of PHANYC.

**Motion: To approve the dissolution of PHANYC as an APHA Affiliate member.**

**Outcome: Approved by acclamation.**

C. **Association Update**

**Georges C. Benjamin,  
Executive Director**

*Membership*

Dr. Benjamin thanked the members of the Membership Committee of the Executive Board and APHA Director of Membership Services Ellen Galant for their efforts to retain and grow the membership. He noted that membership numbers have stabilized and the Association has seen growth in a number of dues categories, most notably, the increase in Agency Members.

Dr. Benjamin then asked the Board to approve Abbott as an Agency Member. It should be noted, Abbott is the first for-profit organization to apply for APHA Agency Membership. Executive Board members discussed Abbott and the difference between membership and sponsorship, and hearing no further discussion, the chair called for a vote.

**Motion: To approve Abbot as an APHA agency member.**

**Outcome: Approved by acclamation.**

### *APHA & Legislative Issues*

Dr. Benjamin discussed APHA's position against the administration's family separation policy and encouraged board members to reach out to their elected officials to demand an end to family separation, child and other human rights abuses in the immigration detention centers at the U.S. border. He noted APHA is continuing to work on various legislative solutions to this issue. The organization has also joined in a friend of the court brief to defend the Affordable Care Act ) in the Texas, et al., vs. United States case.

Additionally, APHA has also filed a joint amicus brief with the American Medical Association to the U.S. Supreme Court in support of applying federal discrimination protections to transgender employees.

APHA and the American Lung Association have also sued the Environmental Protection Agency on Clean Power Plan regulations.

In concluding his presentation, Dr. Benjamin informed the board that he will be testifying on the health impacts of climate change in front of the House Budget Committee at the end of July.

### **D. Action Board Update**

**Katherine Sutkowi, Action Board Chair**

Ms. Sutkowi shared information concerning the launch of a new member challenge for the **Speak for Health Campaign** running between July 1 and Sept. 30, 2019. The campaign is asking all APHA members to let the Action Board know how they "Speak for Health" this summer by reporting their actions taken between July 1 and Sept. 30, 2019.

**The APHA member group with the most individual members reporting at least one action will be recognized at this year's Annual Meeting!**

Ms. Sutkowi also shared helpful links and resources found on the [Speak for Health page](#) on APHA's website, including APHA's [2019 advocacy priorities](#) as well as information on [action alerts](#) and [how to do a Congressional visit](#).

### **E. Finance Update**

**Benjamin Hernandez, Treasurer**

Eleven months into the fiscal year, APHA's total revenue is \$17,296,445 (over budget by \$2,269,517) while total expenditures are \$15,758,019 (over budget by \$1,577,121).

The total unspent revenue is \$525,013 from operations and with intermediate and long-term investments; the revenues are projected to be roughly \$960,636. It should be noted that

intermediate and long-term investments can be affected by market fluctuations. In concluding his presentation, Mr. Hernandez informed the board that the accounting staff will close FY2019 by the end of July with the audit beginning the second week of August. The pre-audited financial numbers will be presented at the September board meeting.

#### **F. Strategic Implementation Committee Update**

**William Courtney,  
Chair**

Dr. Courtney also discussed committee review on the work plan template and acknowledged the Executive Board work plans seem to be addressing the needs of each committee and there is no need to standardize it. The committee has been reviewing the existing metrics and Leading Health Indicators for the existing strategic plan with a goal of reducing the total number of metrics and assuring the Leading Health Indicators best address the goal of Creating the Healthiest Nation in One Generation. The committee evaluated the current metrics for actionability. Dr. Courtney has looked at Healthy People 2020 Leading Health Indicators as well as existing APHA advocacy priorities to determine what is the most effective way to evaluate progress. The goal is to have all the above action items ready for discussion and voted on by the board at the September board meeting.

At the end of his presentation, Dr. Courtney informed the board that although the name of the Committee changed several years ago, the members realized their work focuses on planning and not implementation so from here on they will return to the original name of Strategic Planning Committee.

#### **G. Committee on Social Responsibility Update**

**Eldonna Chestnut,  
Chair**

The CSR updated its tool for evaluating prospective funders (corporations and corporate foundations) due to the elimination of a few years ago of a subscription-based resource (MSCI ESG reports) that was prohibitively expensive and contained a limited database of prospective companies that were appropriate prospective funders to APHA. The committee finalized additional modifications to the CSR evaluation tool, including adding additional free resources to review companies.

The CSR and Development Committee Chairs jointly presented to both the ISC-CoA in June (via phone) and the chairs-elect/presidents-elect in July (via pre-recorded video due to technology limitations at the venue). Because the presentation was via video, the chairs will respond to questions by creating a giving circles and parlor events FAQ sheet and/or hosting a fall webinar. The chairs will also determine if the content of the joint presentation can be codified and presented via video (versus live presentation) for future use by the ISC, CoA, Sections and Affiliates.

## **H. Development Committee Update**

**Donna Beal, Chair**

The Development Committee presented executive summaries of giving circles and parlor events to the ISC-CoA and the chairs-elect/presidents-elect as opportunities to cultivate relationships and encourage philanthropic giving to APHA and Affiliates.

Giving circles are a form of group philanthropy where individuals combine their money and/or time so that they can have a bigger impact on the causes most important to them, more so than they would by donating individually. This fundraising strategy may be best suited for Sections and SPIGs.

Parlor events are designed to raise awareness of a cause and help cultivate relationships with existing and prospective donors. They are often incorporated into the organization's overall fundraising planning in order to provide visibility for the organization and provide opportunities to involve people in the organization's activities. Parlor events are often used to build the foundation of an intermediate giving program. Parlor events can be an effective tool to help renew and increase revenue at the \$1,000-\$9,999 level as well as help identify giving potential for major or planned gifts. This fundraising strategy may be best suited to Affiliates.

To help encourage Governing Councilors to give prior to the end of the fiscal year, the Development Committee made a brief presentation during the Governing Council Mid-Year call including presenting one of the "Why I Give" videos that several Board members helped create during the May board meeting. The committee will include a status update on Governing Council participation in leadership giving during the current leadership term at the board meeting in Philadelphia.

The chair also reminded board members of the Creating a Lasting Legacy Session scheduled for Monday, Nov. 4, from 12-1 p.m. in Philadelphia. Several board members have agreed to volunteer and support the event and will be briefed on their roles and responsibilities in the fall.

## **I. Governance Committee Update**

**Chris Chanyasukit, Vice Chair**

Dr. Chanyasukit discussed the Governance Committee's work plan, which is being tackled by the two subcommittees.

The first subcommittee includes Jeanie Holt, Elena Ong, and Joseph Telfair. They reviewed the exit survey from members whose term ended at the conclusion of the 2018 Annual Meeting, and created an action plan based on the results of the 2016-2018 exit interviews. Additionally, they also proposed a plan for an exit interview process that can be implemented at the conclusion of the 2019 Annual Meeting and beyond.

The second subcommittee is comprised of Hope Rollins, Heather McCabe and Aaron Guest. They have been evaluating the survey results from the past in-person and zoom Executive Board meetings and have proposed updated survey questions based on the board members' feedback, best practices and input from the committee. The updated set of survey questions will be used for subsequent meeting evaluations.

The Governance Committee is also discussing different file sharing systems than Dropbox to enhance board members' experience in accessing board materials. More information will be shared at the September board meeting.

Finally, Dr. Chanyasulkit shared with the board the enhanced on-boarding/orientation process that would assist the ex-officio/one-year term Executive Board members and new members to be effective board members and help them transition onto the board smoothly. Also, part of the on-boarding process is to have the committee assignments and committee chairs finalized by the end of the 2019 Annual Meeting. This will help committee members start working on their work plan and meet at least once prior to the 2020 January Executive Board meeting in Washington, D.C.

## **J. New Business**

**Betty Daniels, Chair**

Action items:

- **Early-bird Annual Meeting registration deadline is August 8.**
- **APHA will cover two nights of hotel at the Philadelphia Marriott at 1201 Market St., Philadelphia, PA. Check-in will be on Wednesday, Oct. 30 at 4 p.m., and check-out will be Friday, Nov. 1 at 11 a.m.**
- **Please keep an eye out for the Executive Board Annual Meeting required list, and optional activities list for board members to sign up prior to the September board meeting.**
- **Additionally, the nomination form for the chair and vice chair of the 2019 – 2020 Executive Board will be distributed in August. Those continuing on the board are encouraged to consider running for one of these two important positions.**
- **Because the Council of Affiliates Awards Reception is a ticketed event for the first time this year at the Annual Meeting, a document with frequently asked questions has been prepared and will be displayed on the APHA website. Once the webpage is live, the link will be shared via email with the board.**

## **K. Executive Session**

The board went into a closed executive session.

Meeting adjourned at 3:30 p.m.

*The next board meeting will be on Monday, September 16, 2-4 p.m. via zoom video conference.*