



Executive Board Meeting Minutes July 11, 2022

Present

Melissa “Moose” Alperin, EdD, MPH, MCHES
E. Oscar Alleyne, DrPH, MPH
Elaine Archie-Booker, EdD, RN
Kaye Bender, PhD, RN, FAAN
Georges C. Benjamin, MD
Jessica Boyer, MPH, MSW
Bryan O. Buckley, DrPH, MPH
Danielle M. Campbell, MPH
Charlene Cariou, MHS, CPH, CHES
Chris Chanyasulkit, PhD, MPH
Thomas Jeffrey Doker, DVM, MPH
José Ramón Fernández-Peña, MD, MPA
Sarah Gareau, DrPH, MEd, MCHES
M. Aaron Guest, PhD, MPH, MSW
Benjamin H. Hernandez, MBA
Jeanie Holt, MPH, MS
Amy Lee, MD, MPH, MBA, CPH
Brittany Marshall, DrPH, CPH, CHES
Nandi Marshall, DrPH, MPH, CHES
Celeste Monforton, DrPH, MPH
David Reyes, DNP, MN/MPH, RN, PHNA-BC
Hope M. Rollins
Heather Walter-McCabe, JD, MSW

Unable to Participate

Haley Moss, MPH

Call to Order/Welcome

Executive Board Chairperson Hope Rollins called the meeting to order and read the role. A quorum being present, the chair made brief welcoming remarks and 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 2022 meeting agenda.
Outcome:	Approved by acclamation.



The chair then called for a motion to approve the consent agenda. Items on the consent agenda included The May and June Executive Board meeting minutes and the list of proposed agency members. The motion was moved and seconded, and the chair called for discussion. There being no discussion, the chair called for the vote.

Motion:	To approve the consent agenda, items on the consent agenda include the May and June Executive Board meeting minutes and the list of proposed agency members.
Outcome:	Approved by acclamation.

Alcohol, Tobacco, and Other Drugs Section

Dr. Paul Gilbert, chair of the Alcohol, Tobacco and Other Drugs Section, joined the meeting to express the Sections’ concerns about the perceived intrusion of the tobacco industry into APHA and the American Journal of Public Health. Dr. Gilbert provided the executive board with background information related to their concerns; the section’s thoughts of the impact of the industry on APHA and AJPH; steps the section is taking to ensure the tobacco industry doesn’t participate in or disrupt the work of section membership; proposed plans for the future; and letters of support from APHA’s Ethics and the anti-tobacco community.

After his presentation, Dr. Gilbert turned the proceedings over to Chairperson Rollins. Ms. Rollins thanked Dr. Gilbert for his presentation and opened the floor to discussion. After a thoughtful exchange of ideas, Ms. Rollins asked that an ad hoc committee of the executive board be established to work with the ATOD section to address their needs and recommend steps APHA can take to protect the association from outside influencers, such as the tobacco industry. Dr. Oscar Alleyene agreed to chair the ad hoc committee and report to the executive board at the September meeting. Dr. Kaye Bender, Dr. Nandi Marshall, Dr. Celeste Monforten, and Ms. Danielle Campbell volunteered to serve on the committee, and Dr. Susan Polan will serve as the staff liaison.

Report of the Governance Committee

Charlene Cariou, chair of the Governance Committee, provided the executive board with an update on the proposal of the Caucus Collaborative. Ms. Cariou said questions based on the executive board’s discussion during the May meeting were developed and sent to the Collaborative with instructions to provide answers in June. Unfortunately, the collaborative could not meet that deadline, so the Governance Committee asked for the answers by Aug. 31, 2022. The questions included:

- What is the “problem” this request is solving?
- What other strategies could meet the needs of the Caucus Collaborative?
- How are Caucus currently participating within APHA Governance Structures?



Ms. Cariou then shared information about the participation of Caucus Collaborative representatives in the Intersectional Council, Council of Affiliates, and Governing Council. She noted that participation was generally uneven, but that could be attributed to the specific representative's situation (work, family, or otherwise). In conclusion, Ms. Cariou said the Governance Committee would review and discuss the answers to the questions at their September meeting and formulate a recommendation to the executive board. She said the executive board should be prepared to vote on the recommendation in September.

The executive board then discussed the proposal of the collaborative and the next steps. Ms. Rollins thanked the governance committee members for their work and introduced the next item on the meeting agenda.

Report of the Treasurer

APHA Treasurer Benjamin Hernandez provided the executive board an update on FY2022 and APHA's annual audit. He said FY2022 ended on June 30. Mr. Hernandez said the board packet contained the financial report as of the end of May. The accounting team is still compiling the June numbers. He said they would be available towards the end of July. He reported that APHA was projected to end the fiscal year with a loss of \$1,659,179 from operations as of May. Factoring in intermediate and long-term investments resulted in a projected loss of \$2,299,141. Mr. Hernandez stressed that the numbers mentioned above weren't definite.

Mr. Hernandez then reported that APHA's PPP loan and the interest on the loan were forgiven in June. The updated projection from operations and investments now stands at \$1,048,039. Mr. Hernandez and Dr. Georges Benjamin thanked APHA's Chief Financial Officer, Kemi Oluwafemi, for her diligence in working with the bank and the Small Business Administration to ensure they had everything they needed to forgive the loan. Mr. Hernandez informed the executive board that APHA's annual audit would begin on or around August 22, 2022.

After his presentation, Mr. Hernandez and Dr. Benjamin answered questions related to FY2022 and FY2023 (beginning on July 1) and the annual audit. Hearing no further comments, Ms. Rollins thanked Mr. Hernandez for his report and Ms. Oluwafemi for her work on behalf of APHA. Ms. Rollins introduced the next item on the meeting agenda.

Report of the Executive Director – Association Update

APHA Executive Director, Dr. Georges Benjamin, began by discussing personnel matters noting that the association has hired seven new employees since January 2022. The new employees support membership, publications, communications, and APHA's grant-related programs.

He then shared information related to the development of the association's next strategic plan. He said the proposal is being finalized and that APHA staff will share the proposal with potential partners in late July or early August. The deadline to submit a proposal is Aug. 31; the review and selection of a consultant will take place in Sept. and Oct.



Dr. Benjamin then discussed the Policy Action Institute, noting that over 600 people participated in the meeting, both in-person and virtually. In addition, he reported that the Institute exceeded its registration and sponsorship revenue goals. Dr. Benjamin then acknowledged the members of the executive board who contributed to the student scholarship fund and Dr. Susan Polan, and the APHA staff who worked extremely hard to ensure the event was a success.

Dr. Benjamin discussed the 2022 Annual Meeting, noting the opening general session speaker, Rev. William Barber of the Poor People's Campaign. He said the Monday general session would focus on APHA's 150th-Anniversary, and the closing general session will serve as the kickoff to the 2023 Annual Meeting, where the theme is Building Public Health Capacity Through an Ethical Lens to Address Social Challenges.

Dr. Benjamin shared information related to registration, exhibit hall sales, and sponsorships. He then discussed 150th-anniversary-related activities at the meeting, including the development of an installation for the north lobby of the convention hall, a grand reception on Sunday evening, and the Executive Directors' dinner on Tuesday evening. Dr. Benjamin then shared the news on new programming for this year's meeting. The programming was developed to engage attendees, promote collaboration, and grow attendee knowledge and understanding of the field of public health.

Dr. Benjamin shared information related to APHA's 150th-Anniversary, specifically the work of the communications department in creating social media content and the video that was shown at the Policy Action Institute. He then discussed the ongoing work related to the APHA Your Way project. He noted that APHA LEAD, our new online member community was on track to launch on Aug. 3. He also shared updates related to the Mentoring, Onboarding, and Leadership Transition and Engagement Committees. Concerning membership, Dr. Benjamin provided an update on the Schools and Programs of Public Health initiative. He said APHA currently has 18 schools enrolled in the program, with several others as possibilities.

Building off the ATOD conversation, Dr. Benjamin outlined the association's approach and response to industry's influence (tobacco, firearms, nutrition companies, etc.). He concluded his remarks by discussing the proposed changes to the criteria for the Helen Rodríguez-Trías Social Justice Award. He said the executive board would need to approve any difference, and the time to do it would be in either Sept. or Nov. to give time to the staff to make the changes on promotional materials, etc.

After his remarks, Dr. Benjamin answered questions from executive board members. Hearing no further questions, Mr. Rollins thanked Dr. Benjamin for his presentation and called for new business.

There being no new business before the board, Chair Rollins made brief concluding remarks and adjourned the meeting.

The next meeting of the executive board will take place on Monday, September 12 at 2 p.m. eastern via Zoom.