



Executive Board Meeting Minutes
November 3-4, 2022

I. Call to Order and Roll Call - Hope Rollins, Chair

Ms. Rollins welcomed everyone, and a quorum was established.

Present

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

Thursday, Nov. 3, 2022

II. Administrative Affairs - Hope Rollins, Chair

- A. Approve the meeting agenda.
- B. Approve the consent agenda items:
 - 1. September Executive Board Meeting Minutes
 - 2. New Agency Members
 - 3. Leadership Appointments

Motion: To approve the meeting and consent agenda items.

Outcome: Approved by acclamation.

III. Discussion

A. Association Update - Georges Benjamin, MD, Executive Director

Dr. Benjamin began by providing a lengthy logistical overview and APHA's 150th anniversary celebration highlights at the Boston 2022 Annual Meeting.

Dr. Benjamin then discussed the Helen Rodriguez-Trias Award. A group of Latino leaders expressed concern regarding the original intent for the recipient and proposed the below recommended change regarding to the recipient of the award. After a brief discussion by the board, the following motion was made:

Motion: Change the language of the award recipient from the original text to the recommended change.

Original text: The Helen Rodriguez-Trias Social Justice Award is awarded to a person who has worked toward social justice for underserved and disadvantaged populations.

Recommended Change -The individual must be of Latino/a/x background and whose work has demonstrated a commitment to social justice and women of color and their children, and other underserved and marginalized populations.

Outcome: The board unanimously approved to keep the original text as it is.

Dr. Benjamin then discussed changes to the AJPH publications which in the coming year 2023 will focus heavily on digital products and slowly phase out print publication for new and renewing members. By Jan. 2024, print subscription & single issues are only available at market rate.

B. Treasurer's Update - Benjamin Hernandez, MBA, Treasurer

Mr. Hernandez was delighted to share that APHA ended the fiscal year 2022 (July 2021 - June 2022) with a positive financial balance and received an unmodified opinion (clean audit) from its auditors for FY 2022. The total revenue for FY 2022 was \$18,363,429 and expenses were \$19,321,925 resulting in about \$958,496 loss from operations. However, due to successful conversion of the federal PPP loan to a grant, increased indirect revenue from successful grant fundraising led to overall positive financial balance.

He then discussed the status of fiscal year 2023. As a reminder, the fiscal year 2023 budget consists of an approved budget of \$22,266,293 with proposed revenue of \$19,350,612 and \$2,915,681 from reserves for FY 2023. The board approved a budget with a deficit of \$2,915,681 due to the impacts of the pandemic on the Association's main source of revenues. As of Sept. 30, 2022 (25% of fiscal year), APHA reported revenues of \$8,848,995 (46% of budget) while total expenses were \$5,848,397 (27% of budget).

C. Committee on Social Responsibility (CSR) Update - Sarah Gareau, PhD, Committee Chair

Dr. Gareau summarized the committee's 2022 accomplishments which included the following: approved donation from some major corporation, modifying the committees' toolkit/guidelines, presented to APHA's Intersectional Council and Council of Affiliates, and added an Ethics Section representative to the committee for a 3-year term.

D. Development Committee Update - Bryan O. Buckley, DrPH, Committee Chair

Dr. Buckley summarized the Development Committee's 2022 accomplishments which included the following: promotion of leadership giving and fundraising activities, assisting in the 150th anniversary fundraising plan, supported planned giving programs, enhanced relationships with major donors, and finally planned development opportunities with Student Assembly, Sections and Caucuses.

E. Joint Policy Committee Update - Elaine Archie-Booker, EdD, Education Board Chair and JPC Co-chair; Danielle M. Campbell, MPH, Science Board Chair and JPC Co-chair Celeste Monforton, DrPH, Action Board Chair and JPC Co-Chair

The Joint Policy Committee (JPC) reviewed 16 resubmitted proposed policy statements of which 9 received a positive assessment and 7 received a negative assessment during the 2nd session in September. Additionally, 3 late breakers were also reviewed of which one was moved to the public hearings. The public hearings were held on Nov. 1-2 prior to the APHA Annual Meeting.

After the public hearings, the JPC will meet as an executive session on November 6th to review the 2022 proposed policy statements and proceedings from the public hearings. It will then recommend which proposed policy statements need to be added to the Saturday, November 5 Governing council consent agenda for approval and adoption.

From an archiving standpoint, 13 policy statements adopted in 2002 are up for archiving this year.

F. Letter Pertaining to A-1: Improving Public Health as a Bridget to Positive Peace Between Israel and Palestine - Georges C. Benjamin, MD, Executive Director

The Executive Board had a thoughtful discussion about the letter sent to the board regarding policy development process specifically related to the A-1 policy that was submitted in the 2022 policy cycle. The letter also addressed concern about a working group within an APHA Section. After a lengthy discussion including asking the three JPC chairs their thoughts and background information on what issues led to this letter, the board collectively agreed to stand by the JPC policy development process. The Executive Committee of the board will convene in 2023 and provide a response to the letter.

G. Themes Process and the Ad Hoc Committee Report - M. Aaron Guest, PhD, Governing Council Speaker

Dr. Guest discussed the agenda for the 2022 Governing Council Annual Meeting which will be held in-person in Boston. He then dived into the process of selecting the Annual Meeting themes. Currently, the Science Board reviews the theme submissions from members and then sends it to the Governing Council for a vote and selection. However, over the last few years, the number of theme submissions received, and their applicability to the broader APHA membership, have declined. This necessitated the Science Board into creating additional Annual Meeting themes. According to the Bylaws neither the Science Board or the Governing Council is responsible for creating the Annual Meeting themes. Dr. Guest and the board then discussed a few options for the theme's selection process, and the following proposal was voted on:

Motion: APHA staff generates the Annual Meeting themes, the Executive Board then approves these themes. They are then posted for member feedback in APHA LEAD. The Executive Board then approves the theme slate selection based on the feedback. The Governing Council then selects a final theme.

Outcome: Approved by acclamation

Dr. Guest then discussed recommendations from the Speakers Ad Hoc Task Force on Governing Council Engagements. These recommendations will be presented at the Tuesday Governing Council

meeting.

H. APHA Intersectional Council and Council of Affiliates Updates - Sandy-Asari Hogan, DrPH, Intersectional Council Chair and Jessica M. Boyer, MPH, Council of Affiliates Chair

Ms. Boyer and Dr. Hogan each recapped their council's 2022 work. A more detailed report will be presented at the Governing Council meeting on Saturday, Nov. 5 in Boston and can also be found under the [Governing Council meeting materials](#) on the APHA website.

I. Strategic Planning Committee Update - Jeanie Holt, MPH, Committee Chair

Ms. Holt summarized the committee's 2022 accomplishments, the biggest of which was reviewing requests for proposals from consulting firms to facilitate a revision of the current strategic plan. She then introduced a proposal from the committee to expand its membership allowing four ex-officio members to serve one-year renewable terms. The committee feels that it will benefit from leader representatives from all components of the Association who can provide specific expertise in the strategic planning process. The board then discussed term limits for the ex-officio members. Suggestions were made to standardize the ex-officio term limits in the board handbook to reflect similar term limits in other board committees that have ex-officio members (Development and CSR). The following motion was made:

Motion: The Strategic Planning Committee in consultation with the Executive Board and other Association leadership may appoint up to 4 ex-officio members with voting privileges at the Committee level only, to one-year renewable terms.

Outcome: Approved by acclamation

J. Executive Session

The board went into a closed executive session to discuss personnel committee items and board chair and vice chair election.

Friday, Nov. 4, 2022

K. APHA Your Way & Membership Dues Update - Demond McWilliams, APHA Director of Membership Services

As part of the APHA Your Way project implementation effort, Mr. McWilliams provided progress to-date for each of the following five committees:

A) APHA data systems and technology - In August, the Association transitioned from APHA Connect

to APHA LEAD as its online community platform.

B) Mentoring program - consists of “Distinguished Leaders Mentoring Series” webinars, speed mentoring, and traditional 1:1 mentoring programs.

C) New members' onboarding process - includes new member webinar series. The committee is continuing to brainstorm ideas for enhanced onboarding processes.

D) Leadership transition and engagement - committee is working to create a leadership handbook.

E) Providing a measurement and reward system for member units promoting APHA’s mission - this committee has not been activated yet but will begin meeting in the coming months.

All progress updates on [APHA Your Way](#) can be found on the APHA website. Mr. McWilliams concluded his presentation with membership number updates and the 2022 membership marketing initiatives as outlined in detail at the May 2022 board meeting.

L. Governance Committee Update - Charlene Cariou, MHS, Vice Chair

Ms. Cariou summarized the committee’s 2022 accomplishments which included the following: revision of the board handbook, discussing the Caucus Collaborative request for a seat on the board and reviewing a request to revise the bylaws to allow the JPC co-chairs serving as ex-officio members of the Executive Board a vote on the board. She concluded her update with a reminder to the board to look out for an end-of-year evaluation survey after the Annual Meeting.

M. Membership Dues Discussion - Georges C. Benjamin, MD, Executive Director, Demond McWilliams, APHA Director of Membership Services

Dr. Benjamin discussed membership dues increase as a part of the effort to increase revenue for APHA and positioning the Association on a more stable financial footing. The following motion will be brought before the Governing Council:

Motion #1: Give the Executive Board the authority to increase dues on all member types every other year effective July 2023 by the 10-year CPI (rounded to the nearest \$5/\$10 for individuals) for six years. If the motion is approved, the Executive Board would consider the following increases:

- a. Dues increase to the Regular, RE2 (discounted), Retired, Student and Early Career Professional membership categories by \$5 effective July 1, 2023.
- b. Dues increase to the APHA Agency membership category by 5% effective July 1, 2023.
- c. Dues increase to the APHA Affiliates membership category to \$2.50 per non-member and \$1.50 per APHA member as well as a 2% charge for organizational memberships. This increase would start July 1, 2023. The last affiliate dues increase was approved in 2013.

The board had a lengthy discussion and is looking forward to hearing Governing Councilors thoughts on the above motion on Saturday.

N. West Virginia Affiliate Update - Georges C. Benjamin, MD, Executive Director and Lindsey Wahowiak, Affiliate Affairs Director

The West Virginia Affiliate notified APHA that they want to disaffiliate and have not paid APHA dues for several years due to their declining membership. Numerous attempts have been made by the staff to communicate and work with them. APHA has tried to offer assistance in terms of inviting them to connect with other APHA small Affiliate work groups but unfortunately the West Virginia Affiliate have not been responsive. Following the Annual Meeting, staff will reach out again and provide an update to the board in January 2023.

O. Student Assembly Update - Haley Moss, MPH, Student Assembly Chair

Ms. Moss provided an overview of the work of the Student Assembly and its members in 2022. Some notable Student Assembly activities are: APHA LEAD mentoring opportunities, Student Assembly development challenge, networking events during major APHA events such as the National Public Health Week and the Annual Meeting, informative newsletters connecting student members to each other and to various grants, scholarship and job opportunities.

P. Council on Education for Public Health (CEPH) Update - Laura Rasar King, EdD, CEPH Executive Director

Dr. King provided a brief overview of The Council on Education for Public Health, an accrediting body for higher education in public health for schools and degree programs. APHA used to be the accrediting body for higher public health education from 1946 to 1974 until it partnered with ASPPH to create CEPH. She then gave a summary of CEPH's mission, financial outlook, strategic plan, its 2022 focus areas and future plans.

Q. *American Journal of Public Health* (AJPH) Update – Sonja Hutchins, MD, AJPH Editorial Board Chair, Alfredo Morabia, MD, AJPH Editor-in-Chief, Brian Selzer, APHA Deputy Director of Publications

Dr. Morabia, Dr. Hutchins, and Mr. Selzer provided a summary of the work and achievements of the AJPH journal and the AJPH board for fiscal year July 2021 through June 2022. In 2022, AJPH had 4,461 submissions of which about 11% overall were accepted for publication in the journal. The journal has signed contracts for 5 upcoming supplements on “Ubiquitous Lead,” “First 1,000 Days,” “RADx-UP,” “Structural Racism and Health,” and “HIV Equity.” Overall, the journal has become more attractive for a large readership of practitioners, academics, and policymakers.

Mr. Selzer was excited to share that the journal impact factor (measures citations against number of articles published) went up by 2 points from 9.3 to 11.5. A high impact factor makes the journal a

coveted publication home for researchers looking for tenure and promotion. Additionally, one AJPH article published in September 2021 called “Balancing Consideration of the Risks and Benefits of E-Cigarettes, was the most circulated article, ranked #10,950 out of 22.3 million tracked articles by Altmetrics. Overall, AJPH continues to evaluate opportunities for practice-based issues and implement tools to help better understand the reach and influence of the journal’s content.

R. Industry Influence Ad Hoc Committee Report - E. Oscar Alleyne, DrPH

The ad hoc committee was created to explore the issues brought forth by the Alcohol Tobacco and Other Drug Section to understand their concerns and provide the Executive Board with recommendations on how to address these issues moving forward. Dr. Alleyne then presented these recommendations from the Ad Hoc Committee. After a lengthy discussion within the board, the following two recommendations were voted on:

Motion:

- 1. Realign the abstract submission process to identify and delineate conflict of interest with respect to the Tobacco industry.**
- 2. Update the language on advertising and the current policy to reject advertising and exhibiting from tobacco companies/industry. A broader advertising policy review is also recommended since the last revision was in 2001.**

Outcome: Approved by acclamation.

Meeting Adjourned at 5 p.m. ET

The next meeting of the Executive Board (2022-2023 board cohort) will be on Nov. 9 from 11-1 p.m. ET in Boston.