



Executive Board Meeting Minutes  
September 14, 2020  
2 - 4 p.m. ET

**Call to Order and Roll Call**

Chair Chris Chanyasulkit welcomed everyone, and a quorum was established.

**PRESENT**

Pamela M. Aaltonen, PhD, RN  
Melissa (Moose) Alperin, EdD, MPH, MCHES  
Emily Bartlett, MPH  
Donna K. Beal, MPH, MCHES  
Georges C. Benjamin, MD  
Charlene Cariou, MHS, CPH, CHES  
Lisa M. Carlson, MPH, MCHES  
Chris Chanyasulkit, PhD, MPH  
Eldonna J. Chesnut, MSN  
Betty B. Daniels, PhD, RN  
José Ramón Fernández-Peña, MD, MPA  
Sarah Gareau, DrPH, MCHES  
Benjamin H. Hernandez, MBA  
Jeanie L. Holt, MPH, MS  
Diana Kingsbury, PhD  
Amy Lee, MD, MPH, MBA, CPH  
Brittany Marshall, DrPH, CPH, CHES  
Linda Rae Murray, MD, MPH, FACP  
Hope M. Rollins  
Catherine (Cathy) L. Troisi, PhD, MS  
Deanna Wathington, MD, MPH, FAAFP

**UNABLE TO PARTICIPATE**

Megan Latshaw, PhD, MHS  
Rosie Mae Henson, MPH  
Heather A. Walter-McCabe, JD, MSW

**I. Administrative Affairs - Chris Chanyasulkit, PhD, Chair**

A. Approve the Meeting Agenda.

**Motion: To approve the Executive Board Sept. 14 meeting agenda.**

**Outcome: Approved by acclamation.**

B. Consent Agenda

- Executive Board July Meeting Minutes
- New Agency Members
- Leadership Appointments

Moving forward, a question on Affiliate membership will be added to the leadership appointment application/recommendation form to emphasize the importance of being an Affiliate member. Additionally, Dr. Benjamin called attention to the 2021-2022 incoming chair of the Action, Science and Education Boards as they will be serving on the Executive Board next year.

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

**Outcome: Approved by acclamation.**

**II. Discussion**

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

Dr. Benjamin began his presentation by bringing attention to APHA's 2020 highly esteemed awards such as the Presidential Citation given to Dr. Anthony Fauci, Executive Director's Award to Dr. Camara Jones and the proposed Legislator of the Year Award to Nancy Pelosi. He then asked the board to formally vote and approve the proposed Legislator of the Year Award. Executive Board member Dr. Brittany Marshall, a federal employee, abstained from this voting.

**Motion: To approve U.S. Rep. Nancy Pelosi for the Legislature of the Year Award.**

**Outcome: Approved by acclamation.**

*APHA IT & Operational Activities*

Dr. Benjamin then shared the ongoing system infrastructure updates such as the upgrade to APHA's main website Sitecore platform, move to cloud-based servers, upgrade to Microsoft Office 365 for all staff, and monitoring of iMIS and auto-draft functionality. He was also delighted to share that

APHA passed the Payment Card Industry standards, ensuring that the organization is following secure standards when accepting credit cards for payment online. Additionally, improvements to the APHA building have been completed, thus allowing a limited number of staff to work in the building whenever necessary. Also as reported in the previous Executive Board meetings, APHA's real estate broker CRESA continues to look for a 6th floor tenant.

Dr. Benjamin then briefly discussed two APHA Section name changes; the Podiatry Section and the School Health & Education Services Section. The two Sections have followed the process for their name change and have been approved by the Intersectional Council, now pending final approval by the Executive Board. The board considered the cost, staff time and the ongoing process of the Member Unit Effectiveness and Engagement Project, or MUEEP. The project is currently assessing the composition, organizational structure, internal governance and operational process of APHA's 39 member units, which includes all the Sections, Student Assembly and the Forums. Hence, it might be more appropriate to wait on changing names for any Sections until the project is over. The board will discuss this issue further at the October Executive Board meeting.

#### *APHA Coronavirus (COVID-19) Update*

Dr. Benjamin then updated the board on the Association's COVID-19 activities related to media and legislative advocacy. APHA continues to be interviewed by major news outlets as well as continues to serve as an advisor to Congress on many public health related issues. Dr. Benjamin then shared some notable meetings he has participated in; for example, in mid-July he provided testimony for the House Committee on Homeland Security on the pandemic response and the impacts of COVID-19. APHA also continues to work with various partners to build a disease containment capacity coalition and advocate for public health funding in Congress. The Association has also continued to hold public webinars on COVID-19, and on health equity relating to racism and social determinants of health. It is also tracking cities, counties and states that declare racism as a public health problem.

#### *APHA 2020 Annual Meeting*

APHA is still negotiating settlements for the cancellation of the in-person reservations at the San Francisco Convention Center and the San Francisco Marriott Marquis, with hopes of returning to San Francisco for the 2031 Annual Meeting. Dr. Benjamin then provided an overview of the virtual 2020 Annual Meeting. As of Sept. 11, there were 5,688 people registered. All major sessions are finalized: there are over 4,000 accepted speakers, 745 oral scientific sessions, 56 roundtable sessions and 200 poster sessions. The virtual meeting will also include an interactive virtual expo with about 300 exhibitors, lots of networking and entertaining opportunities such as a virtual mix and mingle lounge, themed morning coffee events such as "Spill the Beans" and "costume party" chats, public health trivia, bingo games, art projects, "Geeks Meet" get-togethers, etc. Dr. Benjamin reiterated

that one of the greatest benefits of this year's virtual Annual Meeting is that attendees will have access to all the sessions and content through August 2021.

Some board members voiced their concern on how to retain business meetings and social events held by smaller organizations every year at the in-person APHA Annual Meetings. The Conventions Department has reached out to those organizations and specifically asked them to be part of the online program. Other concerns included how to navigate the virtual meeting platform and personalize one's calendar, and where and how to receive the meeting links. APHA staff assured the board that attendees will receive plenty of information on meeting logistics ahead of the meeting. Dr. Benjamin then briefly discussed plans for the 2021 Annual Meeting in Denver, Colorado. Currently, the Association is planning for a hybrid meeting; some in-person events and some virtual. However, the pandemic and the wildfire situation will dictate the best course of action for next year's Annual Meeting.

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

Mr. Hernandez presented the pre-audited financial numbers for fiscal year 2020, which closed on June 30, 2020. APHA's total net assets as of June 30, 2020 were \$21,163,529. The organization ended the fiscal year with a positive change of \$764,729 in net assets, including a net income of \$340,955 from operations (\$16,577,504 revenue minus \$16,236,550 expenses), \$267,390 income from investments, and \$156,384 from investment appreciation. This is over budget by \$608,729. He then emphasized that this positive change will help somewhat offset the proposed negative change in net assets for fiscal year 2021 which is predicted to be negative \$2,384,668 from operations.

He further discussed fiscal year 2021, which started on July 1, 2021. As of July 31, the change in net assets including investment appreciation/depreciation was \$33,741 (under budget by \$502,604 and under prior year by \$1,640,555). He noted that it is too early into the fiscal year to read anything into the numbers, especially considering the 2020 Annual Meeting registration (biggest revenue driver) started late this year.

#### **C. Strategic Planning Committee Update – Cathy Troisi, PhD, Committee Chair**

Dr. Troisi gave an overview on the status of the committee's work plan. The committee collaborated with the Action Board, ISC, CoA leaders and APHA government affairs staff for a greater outreach to APHA members on advocacy goals. Advocacy resources were shared with members such as state fact sheets, town hall sample questions, and a one-pager guide on '[Public Health on the Ballot](#)' for voters to make informed public health decisions during this election cycle. She also encouraged board members to use and share the '[5 Ways to Use APHA Action Alerts](#)' [Infographic](#) that the committee developed to highlight ways for APHA leaders, members and the public to engage in public health advocacy priorities. The committee is also developing advocacy exercises that can be incorporated into a student's homework assignments and a school's curriculum. In concluding her presentation, Dr.

Troisi asked the board to call on their senators and representatives, and share the [#SpeakForHealth tools](#) in their advocacy efforts.

#### **D. Development Committee Update - Donna Beal, MPH**

Ms. Beal began her presentation by first thanking the board for their 100% giving. The committee will also ask the Governing Councilors for donations at their annual Governing Council meeting on Saturday, Oct. 24. The committee is continuing to work on the APHA planned giving and major gifts programs and is happy to announce the completed Development Committee dashboard, which shows the growth of development activities, major gifts and trends over the years.

In May, the Executive Board approved adding four non-Executive Board members to the Development Committee in order to expand and have diverse, connected members with experience in major planned giving. The committee then worked with the Governance Committee to update the language on the composition of the Development Committee in the Executive Board handbook. Ms. Beal then introduced the new Give or Get Policy for the Executive Board. As a background information, there is a requirement of 100% board giving every fiscal year by June 30 to ensure inclusion in the APHA Annual Report. The new Give or Get Policy outlines that in case of a financial hardship, a board member is expected to “get” a contribution such as influencing a third party to make a donation to APHA, for example, a mentor, a friend, a colleague or an employer. In this case, the hard credit will go to the donor who made the contribution, and the soft credit will go to the board member who influenced such donation, thereby fulfilling the board's 100% giving pledge. The policy does not specify a minimum amount. APHA staff will work on updating the website to include a tab where donors can write who they are donating on behalf of.

On a separate note not related to the Give or Get Policy, Executive Board members are expected to keep an active APHA membership which ranges from \$225 for regular members to \$85 for student members, APHA accounting staff are also looking into creating a process where donors can buy APHA membership as a gift for an individual. After a thoughtful discussion, Ms. Beal then asked the board to approve the Give or Get Policy which then will be added to the Executive Board handbook.

**Motion: Approve the Give or Get Policy.**

**Outcome: Approved by acclamation.**

**E. Joint Policy Committee Update - Amy Lee, MD, Education Board Chair & JPC Co-Chair; Diana Kingsbury, PhD, Science Board Chair & JPC Co-Chair; Rosie Mae Henson, MPH, Action Board Chair & JPC Co-Chair**

Dr. Kingsbury announced to the board that the Joint Policy Committee public hearings for proposed policy statements will be held in two parts; group A&B will be on Monday, Oct. 19 from 4-6 p.m. MT, while group C, D and late breaker policy statements will be on Tuesday, Oct. 20 from 4-6 p.m. MT. The JPC public hearings are part of the Annual Meeting program and will be conducted via Zoom. The format will be similar to the in-person hearings in that authors or a representative for each proposed policy statement will give a brief statement description and address any changes that have been made to the policy statement. Members then can comment in support of or against a proposed policy statement and provide suggested edits. The JPC will then provide a final assessment to the Governing Council in advance of the voting on the proposed policy statements on Saturday, Oct. 24 at the Governing Council meeting. Dr. Kingsbury also reminded the board that the revised version of the [2020 proposed policy statements](#) are now posted on the APHA website for members to review and contact authors directly with comments or questions. The authors also have the option to submit a third draft of the proposed policy by Oct. 9, which will then be posted on the APHA website by Oct. 13.

As mentioned in the May Executive Board meeting, Dr. Lee said there were 16 proposed policy statements of which 13 were resubmitted. JPC will meet on Sept. 15 to discuss the resubmissions and provide a positive or a negative assessment. A positive assessment will indicate that the proposed policy statement is ready to move on to the JPC public hearings as discussed above by Dr. Kingsbury. Also, there are few groups working on the late breaker policy statements related to COVID-19. These late breakers are expected to be submitted by the Oct. 15 deadline.

*Meeting Adjourned at 4:04 p.m.*

**The next meeting of the Executive Board will take place via Zoom on Oct. 22 and Oct. 23.**