



**American Public Health Association
Minutes of the Governing Council
June 15, 2020
Via Zoom**

Convening of the Council

The meeting was convened by APHA President, Lisa Carlson. Speaker of the Council, Dr. Linda Rae Murray, presided, and Greg Ullrich, served as Parliamentarian. Ms. Carlson welcomed and thanked the Governing Councilors for their work, especially given the current pandemic, and then turned the meeting over to Speaker Murray.

I. Call to Order

Speaker Murray called the meeting to order at 3:05 p.m.

II. Quorum Call

Secretary of the Council, Dr. Georges Benajamin, confirmed a quorum was present.

II. Approval of June 2020 Meeting Agenda

Speaker Murray then turned to APHA staff to explain the voting process via PollEverywhere. A series of test votes were then conducted and staff aided Councilors in troubleshooting. Speaker Murray then called for a motion to approve the meeting agenda. The motion was made and seconded. Hearing no discuss, the Speaker then called for a vote.

Motion: To approve the agenda for the June 2020 Meeting of the Governing Council

Outcome: 96% yay; 1% nay; 3% abstain (Vote total- 133); The motion was approved

III. Approval of the November Meeting Minutes

Speaker Murray called for a motion to approve the minutes of the November 2019 Governing Council meeting. The motion to approve the agenda was appropriately moved and seconded and hearing no discussion, the Speaker called for a vote.

Motion: To approve the minutes of the November 2019 Meeting if the Governing Council

Outcome: 86% yay; 0% nay; 14% abstain (Vote total- 131); The motion was approved

Speaker Murray then asked Councilors if they had substantive concerns/issues with the voting software. Concerns were raised regarding the fact the councilors could vote twice if they use multiple platforms. Additionally, one Councilor noted the inability to send a direct message to another meeting participant in the Zoom webinar platform. Speaker Murray assured Councilors she and APHA staff would look into these issues and develop appropriate solutions.

IV. Development Committee

Speaker Murray then called on Development Committee Chair, Donna Beal, to deliver the Development Committee report. The presentation began with the showing of a video entitled “Giving Begins with Leadership” which called for 100% of Governing Councilors to participate in giving by the close of the Annual Meeting (October 28, 2020). Ms. Beal noted the critical importance of giving in the current environment no matter the amount. Donations help to fund events such as the APHA/National Academies COVID-19 webinar series, as well as recent racism webinars. She stated that as of June 2020, 38.5% of Governing Councilor had contributed \$26,782. Ms. Beal concluded by noting ways to give including via the APHA [website](#), by mail (APHA, 800 I St NW, Washington, DC, 20001) by phone (202-777-2446), through [planned giving](#), by [donating a vehicle](#), or via [Amazon Smile](#). She concluded by thanking the Governing Councilors and members of the Development Committee for their work.

V. Treasurer’s Report

APHA Treasurer, Benjamin Hernandez, delivered a report detailing APHA’s finances related to the Association’s FY 20 finances and FY 21 budget. He reminded the Council that the fiscal year runs from July to June, so FY 20 will end June 30th.

Mr. Hernandez began his report by highlighting the members and major responsibilities of the Finance and Audit Committee of the Executive Board which include: the budget process, financial activities, audit, and financial policies.

For FY 20, Mr. Hernandez stated total revenues through April were \$14,888,917. Revenues were less than expected from books (-\$239,352), membership (-\$266,135) and conventions (%513,079), but greater than expected from contracts and grants (+926,953). He referred Councilors to his written report for additional details regarding these revenues. Mr. Hernandez stated expenses for FY 20 through April were \$14,2451,084. He noted salaries, taxes and

benefits (+\$546,701), as well as on-site conventions costs (+\$302,580) were less than expected, while consulting/temporary staff costs (-\$445,562) were higher than expected, in part due to the Member Unit Effectiveness and Engagement Project (MUEEP) which was not included in the FY 20 budget. Therefore, the net income for FY 20 through April was \$637,833.

Mr. Hernandez then moved to discuss the FY 21 budget. He noted that the Finance Committee recommended a deficit budget for FY 21 of \$2,278,668 which will come from reserves. Mr. Hernandez noted current financial challenges and stated that this budget is based on the cost of a virtual meeting with reduced registrant rates. Additionally, he stated it allows for a freeze in the cost of registration for the 2020 Annual Meeting. He detailed the budget creation timeline noting that rather than voting on the budget at the May meeting of the Executive Board, two options were presented to the board for consideration. In June 2020, a final budget proposal was presented to and approved by the Executive Board.

Next, Mr. Hernandez noted that proposed revenue for FY 21 is \$14,590,192, down \$2,453,428 from FY 20. This reduction in revenue is based on an expected reduction in Annual Meeting attendance, a 9% reduction in member dues, and an increase in advertising revenue. Mr. Hernandez noted that projected expenses for FY 21 are \$16,974,860 which is essentially level with FY 20. These projections are based on the conscious decision to keep all current staff employed to ensure highest level of service during this public health crisis, but also included a hiring freeze. Additionally, proposed expenses include the budget for the MUEEP, a 39% increase in health insurance cost for staff, as well as a \$50,000 contingency fund.

Lastly, Mr. Hernandez noted the possibility of an additional \$1.6 million dollars in expenses related to the move from an in-person to a virtual annual meeting, which would require the Association to go further into reserves. However, he also noted APHA has received \$1.2 million dollars under the Federal Paycheck Protection Program, which is expected to be completely forgiven. He ended by stating that despite the uncertain times and large deficit in the FY 21 budget, the Association has worked hard to build reserves (between \$6 to \$7 million) for exactly this type of situation and is financially sound.

VI. Nominations Committee

Speaker Murray then turned things over to Durrell Fox, Chair of the Nominations Committee, who began by thanking the members of the Nominations Committee and stressed the Committees work to ensure a diverse and active pool of candidates. Mr. Fox announced the open position in 2020 which include, President-Elect, Speaker of the Governing Council, three positions on the Executive Board, and honorary VP for Canada, Latin America and the United States. Mr. Fox then disclosed the names of the candidates:

President-Elect (2 candidates for 1 open position):

Kaye Bender, PhD, RN, FAAN

Jeff Hallam, PhD

Speaker of the Governing Council (1 candidate for 1 open positions):

M. Aaron Guest, PhD, MPH
Karen Valenzuela, MPA, MA

Executive Board Member (6 candidates for 3 open positions):

E. Oscar Alleyne, DrPH, MPH
Eldonna Chesnut, MSN
Claude Jacobs, MPH
Kathy Lituri, RDH, MPH
Nandi Marshall, DrPH
David Reyes, DNP, MPH, RN, APHN-BC

Honorary Vice President (3 candidates for 3 open positions):

Richard Musto, MD, FRCPC *Canada*
Mary Lou Valdez, MS *Latin America and the Caribbean*
Victor Dzau, MD *United States*

VII. Executive Board Actions

Chris Chanysulkit, Chair of the Executive Board, highlighted the Executive Board reports and board actions from January through May. She encouraged councilors the review this report and actions and contact Vice-Chair, Deanna Wathington, with questions or concerns. She ended by thanking Councilors for their work.

VIII. Joint Policy Committee

Rosie Mae Henson, Action Board Chair and Joint Policy Committee (JPC) Co-Chair, began the JPC report by noting that 16 proposed policy statements were accepted into the 2020 review process in February. There proposals were divided into 4 main categories; A-Access to Care and Equity; B- Health Promotion and Prevention; C- Internal Health and Human Rights; and D- Occupational Health.

Rosie Mae then presented the JPC’s initial assessments of the proposed policy statements.

Policy	Assessment
A1	Conditional
A2	Conditional
A3	Conditional
A4	Conditional
A5	Conditional
B1	Negative

B2	Conditional
B3	Conditional
C1	Conditional
C2	Negative
C3	Conditional
C4	Conditional
C5	Conditional
D1	Negative
D2	Conditional
D3	Conditional

They stated:

- A **positive assessment** denotes that the proposed policy statement meets policy statement guidelines, and only minor changes are needed.
- A **conditional assessment** denotes the proposed policy statement generally meets the policy statement guidelines, but needs some revision.
- A **negative assessment** denotes the proposed policy statement does not meet policy statement guidelines or there are major flaws within the proposal.

Rosie Mae then highlighted that the 21 proposed policy statement adopted in 2000 are scheduled for automatic archiving at the close of the 2020 Annual Meeting. If members believe the science, references and actions steps of any of these policy statements remain relevant and the statement should be kept active, they must submit a justification requesting the policy statement(s) be kept active to policy@apha.org by July 1, 2020. They noted that the Science Board will review these requests and make a recommendation to the Governing Council via the JPC as to whether they recommend the statements shall remain active.

Dr. Amy Lee, Education Board Chair and JPC Co-Chair, then discussed plans for Proposed Policy Statement Public Hearings. She noted that given the virtual meeting, the hearings would be held via Zoom but conducted the same way as the in-person hearings in that the authors present their statements; members are the able to ask questions/make comments; and at the conclusion of the hearing the authors submit a revised statement with agreed upon edits. Dr. Lee noted that hearings for the regular proposed policy statements are set to be scheduled the week of October 12th and the hearings for the late-breaker proposed policy statements will be either October 22nd or 23rd. This will enable members to attend more than one hearing, as well as enable the JPC to present their final assessment to the Council earlier than normal.

Dr. Diana Kingsbury, Science Board Chair and JPC Co-Chair, then reminded Governing Councilors of the late-breaker proposed policy statement process. Late-Breaker proposed policy statements should related directly to events that occur following the regular proposed policy statement deadline has passed. Dr. Kingsbury noted the deadline for Late-Breaker submissions is

October 15, 2020 by 11:59PM. She closed by noting that a COVID-19 Proposed Policy Statement working group has been formed with the aim to foster collaboration between members with various expertise to more efficiently drafted proposed policy statements related to COVID-19 that consider multiple perspectives and have wide reaching applicability. Thus far over 90 members have expressed interest in participating in the working group and interested individuals should contact Lisa Flaherty (lisacflaherty@gwmail.gw.edu) or David Swedler (dswedler@gmail.com) for additional information.

IX. Report of the Executive Director on COVID-19 and the State of Public Health

Dr. Georges Benjamin, APHA Executive Director, began his report with a moment of silence for members who passed this year, as well as victims of COVID-19 and police violence. He then moved to discuss the state of the Association, noting that all APHA property and staff were safe despite the pandemic and incidence of rioting and looting in the past weeks. He reiterated that finances were stable, but FY 21 would prove challenging. Dr. Benjamin stressed that APHA is maintaining an active advocacy and legislative agenda and media outreach and remains the “go to” association for public health.

Dr. Benjamin then provided a summary of the COVID-19 pandemic including case and death rates and means of prevention and control, including hand-washing, physical distancing and face masks. He also noted that the recent Black Lives Matter/Police Violence protests would contribute to increased case rates. Dr. Benjamin stated that all staff slated to telework through July 31st and all meetings, including the Executive Board, are being held virtually through the end of FY 21. A staggered return to work will occur as appropriate.

He then turned to a discussion of police violence noting that policy statement 201811, Addressing Law Enforcement Guidance as a Public Health Issue, has been guiding APHA legislative action with congress and that the Association has been active in media outreach and advocacy on the issue and is planning a series of racism webinars.

Dr. Benjamin then highlighted APHA’s media appearances and communication outreach surrounding COVID-19, highlighting that APHA is a CDC EPIC communications partner. He noted from March 15-June 15, APHA has had almost 8,000 hits, with over 10 billion impressions, representing almost \$35 million of media value. Additionally, he highlighted the supplemental newsletter to Inside Public Health focused on COVID-19. Dr. Benjamin also discussed his testimony to Congress on reopening schools and health and climate change, as well as a number of activities with the National Academies, including “COVID-19 conversations” webinar series. Thus far nine “COVID-19 conversations” have been held with up to 7000 individuals attending. Dr. Benjamin also spoke to the work of the Sections in responding to COVID-19.

Next Dr. Benjamin highlighted the relaunched “Advancing Racial Equity” webinar series noting that the webinar held June 9, entitled “Racism: The Ultimate Underlying Condition” had almost 9,000 participants. He stated that upcoming topics include police violence, maternal health, tactics and strategies for combatting racism, and housing. Additionally, he highlighted racial equity training for staff and efforts to highlight the work of public health professionals to address racism.

He then noted APHA’s work to remind the administration of the risk of climate change, especially during what is expect to be a bad hurricane season. Thus far, advocacy has focused on infrastructure failure, severe storms, and emergency preparedness and disaster planning during a pandemic.

Dr. Benjamin then moved to discuss the 2020 Annual Meeting. He noted that there have only been three adverse events that impacted the APHA Annual Meeting in the past: the Great Influenza Pandemic of 1918 during which the meeting was delayed and reduced in size; WWII during which the meeting was cancelled; and Hurricane Katrina where the meeting was delayed and moved from New Orleans to Philadelphia. He stressed that while the Annual Meeting will be virtual it will not be scaled down. Oral sessions, the exhibit hall, poster sessions, and essential gatherings, business meetings, Governing Council and networking events will still occur they will just be online. Dr. Benjamin recognized that cost is a challenge, but stressed that a virtual meeting is not cheaper than in-person due to staffing, IT and infrastructure cost. APHA will need to reach into reserves to cover the cost of the meeting. However, he stated individual cost to attend is actually lower given that the entire meeting will be recorded and registrants will have yearlong access to 700 sessions, 245 posters, 59 roundtables, 3 general sessions and almost 400 virtual exhibitors.

Lastly, Dr. Benjamin encouraged Governing Councilors to act with regards to COVID-19 by responding to advocacy alerts, educating policymakers, writing op-eds, correcting information and engaging the Section and Affiliate activities. He also asked Councilors to pay their membership dues forward if they are able to aid the Associations finances, as well as participate the Annual Meeting.

At the conclusion of his presentation, Dr. Benjamin took questions. Questions centered around three main topics: scheduling of the Annual Meeting and Governing Council sessions in particular, the cost of the meeting, and efforts to support those who have lost funding or income due to the pandemic.

In response to concerns that the meeting would drag out over several weeks and participants would experience meeting fatigue, Dr. Benjamin stated that the meeting is still slated to occur as planned Saturday, October 24th through Wednesday, October 28th. However, since the meeting will be recorded and available to view to registered participants for a full year registrants can

combat fatigue by watching what they can live and viewing other sessions throughout the year. He stressed that he hoped the meeting would serve to invigorated members and provided much needed connection among public health professionals. With regards to the Governing Council schedule, Dr. Benjamin noted that he, Speaker Murray, and staff were still determining if session would be held over two days and they were also looking at ways to make the sessions more efficient in order to shorten their length. He stated additional details would be provided to Councilors ASAP. Dr. Benjamin noted that member units would still be able to conduct business meetings and roundtable, that scientific sessions would have live Q&As, and poster sessions would be enabled with on demand discussion boards and chats.

With regards to cost, Dr. Benjamin stressed that there were long deliberations on the cost of registration, but ultimately a reduction in registrations rates would have put the Association further in the hole during an already challenging time. He highlighted reduced rates for student, early career professions and those making less than \$40,000 a year, as well as the discounted early bird rate. Dr. Benjamin also noted the 1-day registration pass for presenters. There is no cost to sections for the virtual meeting rooms and no cost for business meetings. The section booth fee is \$75. Dr. Benjamin stated he believed the event was still a “best buy” and that now more than ever, public health professionals should attend if they are able to afford it.

Dr. Benjamin recognized the financial hardship many members are facing and wished the Association was able to provide financial support. However, the APHA simply does not have the resources to do so at this time. Individuals however, can pay dues for other members and can contact membership.mail@apha.org to do so.

X. APHA Code of Conduct

Dr. Benjamin provided an overview of the development of the APHA Code of Conduct, noting that it has been through several rounds of comment and revision. He stated the code of conduct had been approved by the Executive Board, but believed that this would be the code of conduct for the field and therefore the Governing Council of APHA, as the highest body, should approve the code of conduct.

Speaker Murray stated that the motion from the Executive Board was to approve the APHA Code of Conduct. She then called for discussion. Hearing none she called for a vote.

Motion: To approve the minutes of the APHA Code of Conduct

Outcome: 98 yay; 0% nay; 2% abstain (Vote total- 123); The motion was approved

XI. Announcements

Speaker Murray closed by alerting the Council to some key upcoming dates including the following:

- GC Mid-Year meeting evaluation- complete by July 1
- Solicitations for questions for Candidate Forum- due September 10th
- Solicitations for nominees to the Nominations Committee- due September 20th
- Late breaker proposed policy statements- due October 15th
- Annual Meeting registration- opens July 1st

XIII. Adjourn

Hearing no further discussion, Speaker Murray called for a motion to adjourn the meeting. The motion was made, seconded, and approved by acclamation and the meeting was adjourned.

The Governing Council will reconvene at 12 p.m. MT on Saturday, October 24th.

DRAFT