



Executive Board Meeting Minutes  
Monday, June 26, 2023

**Present**

E. Oscar Alleyne, DrPH, MPH  
Melissa (Moose) Alperin, EdD, MPH  
Georges C. Benjamin, MD  
Apryl Brown, MD, MPH  
Bryan O. Buckley, DrPH, MPH  
Charlene Cariou, MHS, CPH, CHES - *Chair*  
Shontelle Dixon, MPH, CHES  
Benjamin H. Hernandez, MBA  
Sandy-Asari Hogan, DrPH, MPH  
Claude A. Jacob, MPH  
Amy Lee, MD, MPH, MBA, CPH  
Brittany Marshall, DrPH, CPH, CHES  
Nandi A. Marshall, DrPH, MPH, CHES – *Vice Chair*  
Shirley A. Orr, MHS, APRN, NEA-BC  
David Reyes, DNP, RN, MN/MPH  
Gopal Sankaran, MD, DrPH, MNAMS, CHES  
Kusuma K. Schofield MEd, MPH

**Unable to Attend**

Kaye Bender, PhD, RN, FAAN  
Chris Chanyasukit, PhD, MPH  
Sarah Gareau, DrPH, MEd  
Ella Green-Moton  
M. Aaron Guest, PhD, MPH, MSW  
Lauren Ray, MPH  
Sara A. Rines

**Call to Order and Welcome – Charlene Cariou, MHS, CPH, CHES**

The chair called the meeting to order and made brief opening remarks. A quorum was established, and the Chair called for a motion to approve the meeting agenda. The motion was moved and seconded and hearing no discussion, the chair called for the vote.

**Motion: To Approve the June 2023 Executive Board Meeting Agenda.**

**Outcome: Approved by acclamation**

At the conclusion of the vote, the chair called for a motion to approve the items on the consent agenda. Items included May 2023 Executive Board meeting minutes, and the New Agency Members. The motion was moved and seconded and hearing no discussion, the chair called for the vote.

**Motion: To Approve the Consent Agenda.**

**Outcome: Approved by acclamation**

### **Report of the Treasure – Benjamin Hernandez, MBA**

#### The Fiscal Year 2024 Proposed Budget Overview

Benjamin Hernandez, begin his presentation by providing the Executive Board with a high-level overview of the FY2024 proposed budget: He concluded the overview by making a motion based on the recommendation of the Finance and Audit Committee that the executive board approved the FY2024 budget that authorizes spending authority into reserves of \$1,505,010 (with investments). Mr. Hernandez noted that while the Country is moving away from the direct financial effects of the pandemic, there are still lingering financial effects that will continue to impact APHA’s annual budget for the foreseeable future. Mr. Hernandez noted that the proposed FY2024 Budget is based on APHA staff’s best judgment at this time and that the budge was carefully crafted with conservative revenue and expense projections.

After the presentation, members of the executive board discussed the proposed budget. Hearing no further discussion, the chair called for a vote.

**Motion: To Approve the FY 2024 Budget**

**Outcome: Yes – 12 No – 1**

### **Report of the Executive Director – Georges C. Benjamin, MD**

Dr. Benjamin began his presentation by discussing the Policy Action Institute and the APHA Annual Meeting and Expo. The Policy Action Institute occurred on June 15 and 16, 2023, at the Ronald Reagan International Trade Building in Washington, DC. Dr. Benjamin noted that 241 individuals participated on day one of the event, with 37 people participating on day two (this is the first year APHA offered a day two related to this event). Dr. Benjamin discussed the agenda, noting that U.S. Senator Shelley Moore Capito of West Virginia delivered the luncheon keynote address. Dr. Benjamin then thanked the members of the executive board who donated to the student scholarship fund.

Dr. Benjamin then discussed the APHA Annual Meeting and Expo in Atlanta on Nov. 12 – 15. He noted the theme of the meeting is Creating the Healthiest Nation, Overcoming Social and Ethical Challenges. Dr. Benjamin said that registration opened on June 5, with the early bird registration ending on July 17. He noted that Admiral Rachel Levine will deliver the opening session keynote address and that the APHA Champion Sessions are being organized by staff. He said expo hall sales are doing well and hopes that trend continues through the summer.

Dr. Benjamin acknowledged Georgia's challenges in hosting an APHA Annual Meeting (women's rights, tobacco, guns, health insurance coverage, voting rights, etc.). He said while the challenges are an issue, we must remember that APHA has members in all states. The cities we selected to host the APHA Annual

Meeting do not reflect the perspectives of the state. APHA can best address the challenges while we are in the town (he referenced APHA's impact on New Orleans in 2014). He said that APHA will face challenges from the membership in 2026 when we hold the meeting in San Antonio. Please note that current APHA Executive Board member Claude Jacob is San Antonio's Health Director.

Dr. Benjamin then turned his attention to selecting the 2029 Annual Meeting location. He said the staff is proposing San Francisco, CA, to host the 2029 Annual Meeting for various reasons. Returning to San Francisco fulfills APHA's promise to return to the city after the cancellation in 2020 due to the COVID19 pandemic. The APHA events team, working with the San Francisco Convention and Visitors Bureau, agreed on a package beneficial to both organizations. Returning to California allows several California-based foundations that only fund state activities to provide significant support. He closed by saying the event would take place Nov. 4 – 7, 2029. He then offered a motion to confirm San Francisco as the 2029 APHA Annual Meeting and Expo site. The motion was moved and seconded, and the chair called for discussion. Hearing no further discussion, the chair called for a vote.

**Motion: The Executive Board confirms San Francisco, CA as the site of the 2029 APHA Annual Meeting and Expo. The conference will take place Nov. 4 – 7, 2029.**

**Outcome: Yes – 13    No - 1**

Dr. Benjamin concluded his remarks by noting that the Governing Council approved dues increase will go into effect on July 1, 2023, and that APHA's IT issue has been resolved. Dr. Benjamin then asked Executive Board liaison Marlene Sue-Ling to make special announcements related to travel reimbursements from the April/May executive board meeting and the 2023 Annual Meeting.

Ms. Cariou thanked Dr. Benjamin for his report and introduced the next item on the meeting agenda.

#### **Report of the Strategic Planning Committee – David Reyes, PhD, MA, CFPH, Chair**

Dr. Reyes provided the executive board members with an update on the progress of the strategic planning process. He briefly summarized the work of Davidoff Strategies and the committee under phase I and II of the project. Dr. Reyes shared that the key finding report aided in developing the strategic plan workshop that both executive board members and staff participated in, and the information shared at the workshop was used to create a strategic plan framework. He informed the board that the strategic planning committee reviewed and discussed the framework document at their May meeting and made suggested edits.

Dr. Reyes then discussed the next steps in the strategic planning process; he said five workgroups have been established based on the five overarching priorities outlined in the framework document. Dr. Reyes told the board that each workgroup would have executive board members, key APHA stakeholders, and APHA staff. He said they will begin meeting in July and complete their work by mid-August.

Following the efforts of the workgroups, the team and Davidoff will rewrite the strategic plan framework document, including metrics for achieving the five overarching priorities. Dr. Reyes noted that the draft strategic plan will be shared with the board in Sept., with the final version being approved at either a special executive board meeting in Oct. or at the Nov. meeting. In addition to executive board review, the draft strategic plan will be shared with the membership for their review and comment.

Dr. Reyes concluded his remarks by thanking the strategic planning committee members and taking questions from the board.

Ms. Cariou thanked Dr. Reyes and the strategic planning committee members for their efforts, made concluding remarks, and called for a motion to adjourn the meeting. The motion was moved and seconded, and hearing no comments approved by acclamation. The meeting was adjourned at 3:30 p.m. Eastern.

The next meeting of the executive board will take place on Monday, Sept. 11, 2023, from 2 – 4 p.m. eastern via Zoom.