**Arkansas Public Health Association**

**Executive Council Meeting**

**ADH Central Office, Law Library**

**October 18, 2019**

**Call to order at approximately 10:02 AM**

**Members Present**

*In-Person:* Andi Ridgway, Brandi Roberts, Courtney Stevenson, August Rose, Chy Chy Smith, Kimber Knight

*Via Phone:* Cindy Schaefering, Anita Sago, Alyce Wagner, Richard Taffner

**Old Business:**

Approval of Minutes from July

Motion to approve: C. Stevenson

Second: A. Rose

Regina Wilson with HEPS and Andi representing APHA both set up exhibitor tables recently the SOPHE (Society of Public Health Educators) Conference; APHA has a new standing banner which Andi brought to today’s meeting; the banner has the APHA logo and similar colors as the branding on the APHA website & looks great.

**Reports:**

**Treasurer** – Al provided a financial report but was not available to present; he is working to get APHA expenses into QuickBooks. APHA is still in need of a bookkeeper. If anyone knows of someone who would be good in this role, please contact Andi.

**Secretary**- August has sent new member and renewal notices to members; This is an effort to keep members engaged and help keep their membership status active. She is working with Brandi to find the most effective way for conference registration using the Whova app.

**President Elect** – Brandi is steadily working on plans for the 72nd Annual Conference; the venue, dates, and theme have been selected and a draft agenda is in place. More discussion on the conference planning will take place in the conference planning committee meetings. If anyone is interested in participating or heading a committee, please contact Brandi. Abstracts are now open and registration will open November 1st. Still in need of plenary speakers; brainstorming today included topics such as gun violence, HIV epidemic, vaping and food/environmental safety.

*Notice to Sections:* Rooms are available at the conference venue for section meetings. If you will need a meeting room, please notify Brandi and provide a headcount.

**First Vice President –** Courtney would like to increase participation and engagement of members through monthly newsletters and social media.

**Second Vice President** – Pamela has resigned from this role. This position is currently vacant.

**Parliamentarian -**

**American Public Health** – Libby and Andi will be attending the APHA Annual Conference this November in Philadelphia where they will attend different sessions and learn from other state affiliates. The conference will take place November 2nd-6th.

**Board of Health** – Catherine Tapp

**Section Reports:**

**ASPS** – Richard Taffner – possibility of dissolvent of this group due to low membership. We will wait to hear more as this is not a final decision.

**Health Disparities** –

**Health Literacy** –

**Health Administration** – Jo Thompson/Kimber Knight – HAS survey was a success and now ADH has access to STAR 12 modules.

**Infectious Disease** – Tiffany Vance

**Nutrition** – Natalie Andrews

**OPA** – Holli Sublette

**HEPS** – Regina Wilson – HEPS upcoming event dates: 3/10. All meetings will take place from noon to 1:00 in the ADH auditorium. Anyone who would like to join HEPS and attend upcoming meetings please contact Regina.

**PHNAA** – Ebony Crutchfield

**Preparedness** – Alyce Wagner

**\*\***If any sections have upcoming events please let Andi know and the event details can be placed on the APHA website and FB page.

**New Business:**

APHA contact list has been updated due to changes in section representation & vacant committee roles.

Brian Jones has resigned from Member at Large leaving a vacancy; the term has 2 years remaining and Anita Sago has recently filled this role.

**Review of Strategic Planning Session and Development of Work Plan:**

Build a Public Health Movement: Courtney – Objectives include strengthening core by increasing participation of current members through monthly newsletters and social media activities; Broaden our base and expand reach by attending and participating in community activities around the state; and advance health in all policies. Brainstorming took place regarding what our priorities should be- including but not limited to recycling, gun violence, suicide prevention, access to healthcare, dog legislation and more. Courtney also shared that APHA could register on the Panera website, set a meeting date that would take place at the Panera location, and that 10% of proceeds the day of our meeting would come to APHA.

Strengthen Public Health Practice: August – revised the APHA welcome letter for member engagement; also revised member renewal letter; first batch was sent in July which yielded about 10 member renewals.

Align Organizational Capacity and Infrastructure: Cindy/Andi – A survey was sent asking for member responses to help APHA plan for the future. Participation in the survey was good and questions were well received with a good amount of suggestions! The survey results can be found in the 10/18 meeting invite. There was also discussion today of including APHA materials in new hire packets so they are aware of how to join as well as the benefits. This group also proposed a restructure of the committees (please see 10/18 meeting invite for restructure details).

**By-Laws Revisions:**

Andi was able to make some updates to the by-laws which included the removal of the Southern Health Association since it has dissolved and updating language to “electronic communications and ballots” as opposed to “mailed communications and ballots”.

Another revision includes the addition of a position for Incoming President Elect; this gives a full year of working in APHA so they are able to prepare for the task of heading the annual APHA conference.

Revisions will be tabled until a Quorum can be formed for final voting.

Motion to Adjourn: Courtney

Second: Brandi

Meeting adjourned at 11:34 AM

Next Meeting January 17, 2020