

**American Public Health Association (APHA)  
Community Health Planning and Policy Development (CHPPD) Section,  
Wednesday, July 15, 2009, 12:30 – 1:35 pm EST**

**Present:** Amy Carroll-Scott (Chair-elect), Monica Chan, (governing councilor), Heidi Deutsch, Angela DiLaura, Priti Irani (Chair), Shari Kinney (governing councilor), Ngina Lythcott, Tammy Pilisuk, Helda Pinzon-Perez, (Section Councilor), Mary Beth Riner, John Steen, Winston Tseng (Treasurer & Section councilor), Joe Schuchter (former student policy committee representative), Lori Williams (secretary-elect), Uzma Zumbrink

**Next meeting:** Wednesday, September 16, 2009; 12:30 – 2:00 p.m. EST

**Action Steps Summary:**(1) Annual Meeting: Sign up celebration dinner on November 8, 8:00 – 10:00 pm at <http://www.chppd.org>; (2) sign up to volunteer at booth with Scott Williams, [scott@menshealthnetwork.org](mailto:scott@menshealthnetwork.org); (3) Tammy P – email Dr. Deinard about Health Home Panel; (4) Newsletter article due September 10; (5) Priti work with Souvenise, Marina and Scott to identify interactive activity at booth and set up volunteer sign ups; (6) Priti, Scott, Aneesah: Develop and post agendas for business meetings; (7) Priti develop and submit section quiz for Fall newsletter

| Item                                                     | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Introductions                                            | Two attendees were new to the CHPPD conference call. Welcome!<br>No agenda additions, no comments on May minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Section Budget and Investments (2008-2009 and 2009-2010) | <p>The CHPPD Section had more money in 2008-09 than the section was used to. Because of spike in membership + no social event in 2008.</p> <p>Winston Tseng reviewed the budgets:<br/>July 1, 08-June 30, 2009, the total budget was \$7,989.0, and of this ~\$5200 was spent in 2009 on: Reimbursement for conference calls; Ordered \$1000 ribbons; Copy services of Irreverent Guide (100 copies) 1,000 copies of brochures; Spent money on Awards – Cash awards – doctoral student, master’s level awards; Purchased 10 Plaques for section awards for supporting education, supporting student involvement, leadership; Purchased cameras for photo journal project</p> <p>Health in All Policies was a T-shirt contest; only 1 entry by Tammy Pilisuk. Priti will put up the example of Health in All Policies design in the next few weeks.41 T-shirts and 40 tote bags were ordered.</p> <p>27 proposals for photo journal demonstration project – review teams will meet on July 16<sup>th</sup> to select 3-5 proposals. Members suggested encouraging others applicants to continue working on photo journal project even if there is not select, and CHPPD Section should support uploading and sharing the photo journals. Priti will put up the example of</p> | <p>Ngina – makes motion to do same thing that we did last year regarding student stipends<br/>Amy -Support<br/>Helda seconds the motion</p> <p>Priti – Make a motion for mailing, display, fruits, budget<br/>Monica - 2nd<br/>Helda – supports</p> <p>2009-2010 budget expenditures unanimously approved.</p> <p>Priti – Post “Health in All Policies” design on section website by July 31</p> <p>Priti, Amy, Veronica – identify 3-5 photo journal demonstration projects, and notify applicants</p> |

|                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                     | <p>Health in All Policies design on the website within a couple of weeks.</p> <p>Blum and Vision awards were not awarded last year. Did not purchase IPOD. IPOD may be purchased from 2009-2010 funds. Monica asked for how many years the brochure and irreverent guide could be reused. Priti said that all time-sensitive information was removed, and the materials can be used for at least three years, and possibly more.</p> <p>In summary, proportion of budget spent in 2008-2009 on operating costs (\$1,272.92), and special projects (\$ 1,645.43) each was half the cost of that spent on the Annual Meeting (\$ 2,669.71) and Membership Recognition (\$2,424.01)</p> <p><b>2009-2010</b><br/>         CHPPD Section budget: \$ 7,013 for 2010; understandable with membership challenges – reflects drop in membership. Proposed spend about 60% on Annual Meeting (\$3,290), and 40% on Special Projects (\$3,000). Agreed not to spend budget on catering for the business meetings at the hotel.</p>                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p>Policy and Program Initiatives for 2009-2010</p> | <p>Proposed policy – public health’s critical role in health reform – Tammy Pilisuk worked with Ellen to revise and it was resubmitted. Tammy said they hadn’t heard any critiques; will post by end of next year</p> <p>Apryl Brown and Crystal Piper, policy co-chairs. The CHPPD Section did not review policies in Spring. Will schedule a call first week in August. 3 webinars held in 2009 – all were well-attended. Three strategic teams – Building communities, Health IT, Health reform, and they have products lined up.</p> <p>Dr. Joseph Mansy, a student, considering proposing policy on post traumatic stress syndrome.</p> <p>Medpedia – working with schools of public health to promote best health and medical knowledge; trying to get more health professionals involved; Communities of interests and groups; Goal to become Wikipedia for health and medicine; professional networking</p> <p>Tie involvement to a product to get the membership involved; identifying tangible products at the end of the road</p> | <p>Priti will send out a meeting notice for proposed policy review call the week of August 3<sup>rd</sup></p> <p>Angela will work with Priti to identify potential collaboration project ideas with Medpedia</p> <p>Tammy will discuss her perspective on Health Home with Dr. Deinard for session at Annual Meeting.</p> <p>Section members invited to think about tracking measures for section program and policy progress/improvement.</p> <p>Newsletter articles due to Elizabeth Schiffman (<a href="mailto:elizabeth.schiffman@gmail.com">elizabeth.schiffman@gmail.com</a>) &amp; Sami Jarrah (<a href="mailto:jarrahs@ohsu.edu">jarrahs@ohsu.edu</a>) by Sept. 10.</p> |

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                      | <p>Medical Home discussion group; Health Home; topic of discussion – round table at APHA with 13 representatives from different sections; and each presenter is allocated about six minutes; Tammy offered to present.</p> <p>How does the newsletter get put together? Put out three in a year. One in winter, one in spring, one in fall. Send out an email blast soliciting articles. 800 word limit, if it's long, the editors post a portion of the article, and the rest on the section website; any member is welcome to contribute. Sammy and Elizabeth are newsletter gurus. Very rarely refuse articles. APHA deadlines have been firm. Section tried to not send out more than one email blast per month.</p> <p>Tracking program and policy progress – how do we know we are on track with goals<br/>         Policy – introduce at least one proposed policy, review proposed policies, help policies to archive<br/>         Program – fill quotas, Students and regular section members that participate, new presenters, 3 of program topics that translate into proposed policy or articles</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p>Annual Meeting Happenings</p>     | <p>Read on the Wiki <a href="http://chppdweb.wetpaint.com">http://chppdweb.wetpaint.com</a></p> <p>27 people signed up for celebration dinner so far. The CHPPD Section is celebrating 40<sup>th</sup> anniversary; Vision Care 30<sup>th</sup> anniversary; Epidemiology 80<sup>th</sup> anniversary</p> <p>Annual meeting task list: Look at list on wiki at <a href="http://www.chppd.org">http://www.chppd.org</a><br/>         40 t-shirts and 40 tote bags distribution ideas: interactive activity at the booth?; Door prizes at CHPPD business meetings, dinner; Fall Newsletter Quiz about section activities and history</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>Sign up for Section Celebration dinner sooner – expected to fill up. Plan to get there by 8:00 pm if you do not want to miss the Dim Sum (voted the best ever). Section Leaders expect to get an email if you have not already signed up, reminding you to do so. You can sign up via <a href="http://www.chppd.org">http://www.chppd.org</a></p> <p>Priti to work with Souvenise, Marina and Scott to identify interactive booth activity to hand out T-shirts and tote-bag prizes.</p> <p>Congratulations to Amy Carroll-Scott – first baby is due August 12<sup>th</sup>!</p> |
| <p>Announcements, Communications</p> | <p>Tammy connected Priti with Public Health Education &amp; Promotion's Communications Workgroup: Participated in conference call and agreed to work with PHEHP Communications Committee to identify potential collaborative opportunities</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>Email blast to be sent around July 20<sup>th</sup> (CHPPD Dinner celebration sign up, solicit newsletter articles deadline September 10)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                     |

**Notes by Lori Williams, Secretary Elect**