

ISC-SC Minutes  
November 3, 2007  
7:30am

Participants: Diana Conti (Chair), Betty Bekemeier (Chair elect), Steven Wallace (Secretary, minutes), Michael Case, Lisa Carlson (new SC member), Susan Radius, Charlene Sanders, Nse Obot Witherspoon, Tricia Todd (new SC member), Tamar Klaiman, Paul Meissner. Staff: Fran Atkinson, Natasha Williams, Jessica Murray.

1. Self introductions and welcomes to new members (Lisa, Tricia) and new staff (Natasha, Jessica)
2. The Student Assembly was given kudos for their high level of organization and excellent communication.
3. Charlene provided a brief summary of her CDC international leadership training that involved a short term duty posting as acting deputy director of CDC's office in Ethiopia where key issues include HIV/AIDS, along with malaria and TB.
4. Discussion of ISC agenda, especially around competitive elections. The issue of competitive elections was charged to the ISC/ISC-SC by the executive board because of concerns over openness of leadership. The ISC-SC position is included in the packet and emphasizes the intent that leadership be open but that competitive elections are a section option. This is particularly important for smaller sections that have a more shallow potential leadership pool.
  - a. Action item: Betty should make sure this is embedded into EB policy next year and pursue by-law changes if deemed necessary. It may not need by-laws change since the current by-laws are intentionally somewhat loose on this issue.
5. Review of breakouts by topic for ISC meeting, Fran identified table leaders. She also noted that at the chair-elect meeting a key issue across sections was member recruitment and retention.
6. Acknowledgements/thanks to members whose terms are ending.
7. Liaison assignments due to membership changes. This year will have more liaison work as sections complete work plans for the first time.
  - a. Action: Fran will compile and distribute updated list.
  - b. Action: ISC-SC members should keep in contact with their assigned sections, especially around work plans.
8. New ISC-SC conference call schedule: Fran will email members to identify date/time.
9. Discussion of work plan goals, process. Idea is for plan to be useful, but if it is not completed for three years in a row then the section can be sanctioned. Discussion followed of how to get new leaders involved in work plan development and obtain input/buy-in of section leadership (rather than just the person who writes the plan). It is important to make the document preparation a collaborative process.

10. Social responsibility committee report (Steve). Discussion of how strictly to hold donors to a wide variety of ethics guidelines (especially the length of time that questionable actions will be held against the company). Also issue of how public to make deliberations, conclusions. The approved companies will be included in public Executive Board minutes. Other deliberations (including companies declined) will be available to members at the APHA central office but not posted.
  - a. Action: Sections should also follow Association fundraising guidelines. There should be information made available to them for use.
11. Kellogg Committee Representative from ISC-SC: Paul is rotating off; Lisa offered to take role.
12. ISC-SC Chair-elect & Secretary designation: The two new members need to pick new secretary soon among themselves. Chair-elect position can be decided at the end of 2008 Annual Meeting.
13. Adjourned 8:45am