

**American Public Health Association (APHA)
Community Health Planning and Policy Development Section (CHPPD)
Conference Call - Tuesday, March 15, 2011, 12:30 – 2:00 p.m. Eastern Time**

Present: Amy Carroll-Scott (new Chair), Priti R. Irani, MS (Past Chair), Uzma Zumbrink (Secretary), Roy Grant (Governing Councilor), Shawn D. Kimmel, (Governing Councilor), Tammy Pilisuk (Governing Councilor, SDOH workgroup leader), Joseph Schuchter (Governing Councilor), Russell McIntire (Chair, Student Committee), Dawn Alayon (Section Councilor), Azzie Young (Section Councilor), Charlene Ramont, Erin Read, Elena Ong (SDOH workgroup leader), Cheryl Archbald (Program Co-Chair), Karyn Warsow (Student Committee Co-Chair, Rep to the Policy & Resolutions Committee), Slande Celeste (Secretary-Elect), Paul Meissner, Tom Piper (Action Board), Ijeoma Nwachuku (Past Program Chair), Winston Tseng (Chair-Elect), Vicky Tiglia, Stanton Wolfe, Michelle Johnson, Sue Lurie, Barbara Bernstein, Scott William (Membership Co-Chair), Patricia Peretz (Governing Councilor), Ngina Lythcott (Governing Councilor), Shawn Kimmel (Governing Councilor, Membership Committee Co-Chair).

	Next teleconference May 17, 12:30-2pm, EST	
Item	Discussion	Action
Welcome Members and Introductions	<p>Amy reminded folks as they were coming on the call that all of today's meeting materials were posted on the section Wiki: http://chppdweb.wetpaint.com/. She also asked folks to join the CHPPD wiki by clicking on the wiki link on the section website – this is where section officers, committee chairs, and interested members communicate with each other on section business. Amy would like all of the bi-monthly section committee updates to be posted to the Wiki.</p> <p>Everyone on call introduced themselves.</p> <p>November minutes were approved.</p>	<p>Go to www.chppd.org and click on Wiki link, or go straight to http://chppdweb.wetpaint.com/ to access CHPPD Wiki. You will need to sign up for a free account to use the Wiki.</p> <p>Contact Amy at amy.carroll-scott@yale.edu if you have any questions about posting to or using the Wiki.</p> <p>Section Chairs post their updated from today on Wiki.</p>
Section business: Proposed change to Secretary and Secretary-Elect terms	<p>Amy proposed changing Secretary and Secretary-Elect terms from 2 years to 1 year. The current commitment is for 4 years total. While that adds consistency to the role, it is difficult to recruit for someone to take on this lengthy of a commitment. Paul Meissner and Tom Piper recalled this change a few years back when the Chair and Chair-Elect terms were also lengthened, but see the benefit to making the Secretary terms longer. Those on the call agreed with the proposal, but since there were not enough Section Councilors on the call to vote. Tom</p>	<p>Amy will email the Section Councilors with the proposed term change and ask them to vote via email</p> <p>Once voted, Amy will make the changes to the bylaws and ask Uzma to send out to leadership for</p>

	<p>suggested Amy email the Section Councilors with the proposal and ask them to vote via email. Approval by the majority of section councilors is required. Once voted, Amy will make the changes to the bylaws and ask Uzma to send out to leadership for approval.</p>	<p>approval.</p>
<p>Spending down 2010-2011 Fiscal Year Budget before June 30</p>	<p>After Treasurer Ashley Wennerstrom did some projections, the Section should have about \$1,400 not already being spent that will need to be used by June 30 or we lose it. Next year (FY2011-2012) we will see approximately a \$600 budget cut due to a small decrease in members. Amy suggested a few ideas and asked for discussion:</p> <ul style="list-style-type: none"> • Giveaways at booth • Small gifts (e.g., flash drive, iPod Shuffle) for those leaders contributing to the section • Community Health Worker or other CBO staff award/travel stipend • T-shirts (another design contest?) • Gift for Environmental Health Section for their 100th anniversary <p>Do we have enough booth materials? Scott has 250-500 CHPPD badge ribbons and Amy has at least 500. So we should be set. We have enough CHPPD brochures.</p> <p>The group showed a lot of interest in providing an award or travel stipend for community health organization staff or practitioner:</p> <ul style="list-style-type: none"> • Amy cautioned it couldn't be a travel stipend for the Annual Meeting because that is next fiscal year. But it could be a cash award like the student abstract submission awards we give out annually, which come out of the previous year's budget. • Priti cautioned that the community-based photo journal awardees were not able to make to the annual meeting because they couldn't afford it, even after the award. • Apryl suggested giving an award to community-based organizations (CBOs) to recognize their work. • Elena suggested having virtual celebrations of community work, where the CBO doesn't have to be there to receive it. • Ijeoma suggested using technology to engage people and acknowledge their work in between the annual meeting, so that travel is not a barrier, and then giving two larger 	<p>Send Amy brief budget proposals by April 15th, and everyone will vote on the May 17 call. Please let Amy know if your proposal needs to be considered before then and we will explore other voting options (via email or Surveymonkey).</p>

	<p>awards.</p> <ul style="list-style-type: none"> • Tammy said having day passes or registration costs would have been helpful when organizing invited sessions, particularly with community-based speakers. • Give money to students to come to the meeting that can increase their engagement. • Stan suggested giving stipends of \$350 to 4 CBOs who are current members of APHA to attend the mid-year meeting in Chicago on health care reform. We could ask them to apply by giving us: 1) statement of need, 2) how they'd use the money, 3) how they would become an engaged member in CHPPD. • Paul suggested we could also send a current CHPPD leader to go to the mid-year meeting and report back. • Amy wasn't sure if section funds could be used for travel to mid-year meeting. We cannot use section funds for travel to the annual meeting. <p>Amy suggested a process for making a decision of how to spend the money. Those who made budget suggestions on this call – send Amy a brief budget proposal by April 15th, and everyone will vote on the May 17 call. Please let Amy know if your proposal needs to be considered before then and we will explore other voting options (via email or SurveyMonkey).</p>	<p>Amy will email APHA to find out if we can spend section funds on travel to mid-year meeting.</p>
<p>Need to put together a local arrangements/ social committee for DC</p>	<p>Amy solicited volunteers to form a local arrangements committee that would work on this year's social and other CHPPD activities at the annual meeting. Michelle Johnson who lives in DC has already volunteered to be the main contact person for this group. There are a few options:</p> <ul style="list-style-type: none"> • Combine with the Community-Based Public Health Caucus. They hold a social at a local CBO they choose/partner with ahead of time. We tried to partner with them on a social last year, but the problem was that they were set on Monday night. We moved the social from Monday to Sunday night a few years ago to not conflict with the school social hours. • Consider something new or some other joint social. • Combine with the Environment Section's 100th anniversary celebration by planning a community action during the annual meeting in DC. Amy has been in touch with their 	<p>All: Contact Amy if you want to serve on an ad hoc local arrangements and social committee.</p> <p>All: We have to consider new social ideas for annual meeting.</p>

	<p>Chair Sacoby Wilson, and Tony Delucia who chairs their Built Environment Working Group and participates in our own Transportation Working Group, and they are interested because many of the potential actions are related to the built environment.</p> <p>Ideas discussed for the action were:</p> <ul style="list-style-type: none"> • Neighborhood cleanup • Build a playground • School or neighborhood garden 	
<p>New collaboration with Environmental Health Section on Built Environment Working Group</p>	<p>As mentioned above, CHPPD and the Environment Section have formalized a new collaboration on their still fairly young Built Environment Working Group. CHPPD members are welcome to participate.</p>	<p>All: Contact Amy if you would like to participate in the Environment/CHPPD Built Environment Working Group</p>
<p>Affordable Care Act Week</p>	<p>To support the Affordable Care Act Week - March 21-25, 2011, contact Elena Ong for more information at elena.ong.1@gmail.com</p>	
<p>Report from Policy And Resolutions Committee: Amy on behalf of Chair Shari Kinney</p>	<p>Shari is in DC for a conference. Amy reported that Shari created an easy-to-use SurveyMonkey that contains the proposed APHA policy numbers and review criteria. Members able and interested in submitting a review can click on the SurveyMonkey link on the CHPPD website and Wiki, and sent in the email Amy sent to all CHPPD members last week. Reviews are due tomorrow. Amy has listed the 12-13 policies for which we still need at least one review on the Wiki.</p>	<p>Review APHA policies by March 16. Details on Wiki.</p>
<p>Report from Program Co-Chair Cheryl Archbald (Padma emailed and was tied up at a meeting)</p>	<p>We have received 480 abstracts, 24 proposals for invited sessions, 135 reviewers. A wide variety of abstracts were submitted.</p> <p>We will have this year: 43 oral sessions, 1 roundtable, and 8 poster sessions – which will allow for the acceptance of 305 abstracts. In order to include more, 10 more sessions are being requested from APHA.</p> <p>The Program Co-Chairs are reaching out to students to review student abstracts for the student awards.</p> <p>The Program Chairs will need moderators as well.</p>	<p>Look out for email from Program Chairs looking for moderators after sessions are planned</p>

<p>Report from Newsletter Editor Barbara Bernstein</p>	<p>The winter newsletter was the new newsletter editors' first – so there was a steep learning curve! Members sent great articles and were very responsive when we needed photos or follow-up information.</p> <p>The next deadline for the spring newsletter is May 9.</p> <p>You can send articles at any time to Barbara Bernstein or Nitasha Chaudhury. Articles should be 800 words and photos should be in .jpg format.</p>	<p>Deadline May 9 for spring newsletter articles to:</p> <p>Barbara Bernstein <bberns5299@gmail.com></p> <p>Nitasha Chaudhary <nitasha.chaudhary@gmail.com></p>
<p>Report from Nominations Chairs: Amy on behalf of Winston Tseng</p>	<p>Amy reported for Winston on CHPPD's 2011 election slate. We nominated:</p> <ul style="list-style-type: none"> • 1 person for the 1 open secretary-elect position • 2 people for the 2 open section councilor positions • 10 people of the 6 open governing councilor positions <p>Winston did a great job covering the positions, but we can do better because we'd prefer to have at least two candidates for each open position.</p> <p>Re: APHA positions. We are currently supporting 3 CHPPD members for leadership nominations this year. 1 for APHA Executive Board (Paul Meissner), and 2 for Education Board (Stanton Wolfe and Apryl Brown).</p> <p>Anyone with APHA experience who would like to consider running for a APHA leadership position should contact Winston Tseng. We are particularly looking for candidates who might be interested in running for the Action Board, Science Board, Committee on Bylaws, and Equal Health Opportunity Committee.</p>	<p>All: If interested in running for an APHA position, email Winston Tseng wtseng@pacbell.net before 3/25.</p> <p>All: Consider new ways to inspire members to run for CHPPD or APHA positions.</p>
<p>Report from Student Committee: Russ McIntire</p>	<p>Update on 2011-2012 Committee structure:</p> <ul style="list-style-type: none"> • Russ will remain the Chair for another year as the Chair-Elect is not able to become Chair. • The Chair-Elect position is being shared as co-chairs: Karyn Warsow (who will also be the Student Rep to the Policy 	

	<p>and Resolutions Committee) and Vanisa Verma (who will also be the Student Rep to the Program Committee, along with Feon Chang).</p> <ul style="list-style-type: none"> • Feon Chang will be the CHPPD Section Liaison to the APHA Student Assembly, which is a good fit because she is also the Treasurer of the APHA-SA. • Applications for the 2012 positions will be solicited to start in early February. <p>Amy commented that she is speaking to each of the CHPPD Committee Chairs to make sure the Student Reps are engaged in each CHPPD committee, and that there is enough support and members for each committee to meet regularly via teleconference. Here is great enthusiasm and energy for each committee!</p> <p>The student committee has taken on a social determinants of health project, a public health and safety presentation that ties in with the National Public Health Week topic and events. The presentation will be posted online and can be used in classrooms. They have reached out to ASPH.</p> <p>Priti: a barrier may be that only pdfs can be posted on APHA's website system, and so she has posted slides elsewhere and then linked to there from the CHPPD/APHA website. They are trying to update their system, but we don't know when that will happen. Priti suggested she and Russ talk about this separately, and perhaps draw in Padma who is a technology expert.</p> <p>Amy said this is the reason we haven't posted the photojournalism awardees' photos or presentations online. Whatever solution is created for this can be used to post the photojournals.</p>	
<p>Report from SDOH workgroup: Tammy Pilisuk and Elena Ong</p>	<p>New folks around social determinants of health (SDOH) seemed to be actively involved. This group mostly focused on organizing an invited session for the annual meeting that was submitted in February. They will convene via teleconference soon to discuss next steps. Please join us! Some ideas have included:</p> <ol style="list-style-type: none"> 1. writing a white paper on SDOH/HiAP, 	<p>If you'd like to join the SDOH workgroup, contact:</p> <p>Tammy Pilisuk Tammy.Pilisuk@cdph.ca.gov</p> <p>Elena Ong <elena.ong.1@gmail.com></p>

	<ol style="list-style-type: none"> 2. creating a composite video or white paper that captures what the Student Section are doing during Public Health Week, 3. conducting a 2-4 hour "Day of Service" exemplifying SDOH/HiAP (building a playground/vegetable garden in Washington DC during Convention). 4. conducting a discussion re: gender equity, and how immigration affects women who are victims of violence. 	
<p>CHPPD Action Teams: Priti Irani</p> <p>Team 1: What are effective tools to enable members select, work on, and impact CHPPD/APHA community health priorities – Team leader, Amy Carroll-Scott</p> <p>Team 2: Invited session update – Team Leader, Cheryl Archbald</p>	<p>Priti created a survey was sent out to the members of the action teams last week. The feedback and lessons learned of how this action initiative process worked will be shared in the next meeting.</p> <p>Amy reported back from the team's March 11 call. The group had a lively discussion and decided on three priorities going forward:</p> <ol style="list-style-type: none"> 1. Plan a community action event in DC with the SDOH workgroup, and the Environment Section. Use it as an opportunity to engage new/current members. 2. Creatively survey our membership to increase our response rate and get info to drive networking and the sharing/highlighting of member expertise and best practices 3. Longer-term: longer-term visioning that could start with a white paper. The purpose of this is to focus on what is the unique role of CHPPD that is not duplicative of other efforts in APHA – focus on aspects of our vision and mission – social justice? The ultimate goal is to increase the perceived value of CHPPD among its current and potential new members, so that members feel that affiliation and involvement is a worthy use of time and investment of energy. <p>In an effort to improve the quality of invited sessions, a new fact sheet that outlined the process for invited sessions was developed in advance of the Call for Abstracts and was posted online. The link to the document was a useful resource for the Program Chair/Co-Chair to refer members interested in developing invited sessions.</p>	<p>Action team members: Fill out Priti's survey by 3/23</p>

<p>Team 3: Transportation Work Group – Team Leader: Karyn Warsow</p>	<p>To build on this, it would be helpful to develop a form for interested members to complete which contains the necessary content for an invited session proposal. This would reduce the likelihood that proposals are submitted with incomplete information, which often occurs. This would also standardize the amount of content and information provided in the proposals (i.e., some provided a brief paragraph and others provided a detailed full page document with proposed presenters and moderators). The form should also include a section to list the abstract ID numbers for the proposed session.</p> <p>Additional discussion is needed regarding the due dates for the proposals. There is a mid-January timeframe on the fact sheet, but in practice this does not provide members with adequate time and several members requested extensions. Most proposals were submitted closer to the abstract due date which seems to be a more reasonable timeframe and also would enable members to submit the abstract ID numbers (or new form) when all information is available. This would streamline the process for submitting proposals which currently requires initial "approval" to develop a session and then submitting the complete session information after the abstracts have been submitted. This would also clarify the "approval" process since the session is not approved to occur until after all abstracts are reviewed independently by the Reviewers and a minimum of 4 abstracts are accepted to develop the proposed session.</p> <p><u>Affiliation between Parsons and APHA:</u> The goal is to provide information to transportation professionals regarding transportation as a public health service rather than a public utility (evokes a negative connotation). Stephen F. Mayer, PhD, PE (Professional Engineer) and myself are in the process of advocating to the leadership at Parsons to be the first construction and engineering firm responsible for development of major world-wide transportation infrastructure projects to be the first to join APHA. Parsons has over 12,000 employees. It is anticipated with effective marketing and research</p>	
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publications that Parsons will facilitate a trend in Branding transportation as public health. This is a gap in transportation advocacy as efforts by APHA and others are focused on providing information on injury prevention, safety, livable communities etc. to specified others already in these areas of interest.

Communication Abstract for APHA:
"Finding a Common Language Between Transportation and Public Health: A Conceptual Model"

This abstract was accepted for poster presentation by the Johns Hopkins Bloomberg SPH, Health Policy Management Research Retreat, March 4th. The poster was also presented during the International Bridge, Tunnel and Turnpike Association (IBTTA) Legislative Conference on March 7-8th in which it received considerable attention, specifically by a Transportation Research Board (TRB) representative. A request was made by TRB to submit the poster for consideration to the 2012 conference in addition to writing and submitting the manuscript for publication. Upon further discussion regarding the CHPPD TWG grassroots initiative, TRB requested that the team consider developing and submitting a proposal for an invited session during the 2012 conference. Karyn was asked to join the TRB Subcommittee on Transportation and Public Health. The first meeting will be in Boston, July 10-13th.

Karyn has been asked to join the Parsons Corporate Innovation Group on March 31 - April 1 to present the poster and the Conceptual Model.

The TWG is in the process of developing a Mission, Vision and Goals statement. In the interim, our focus is best defined by the abstract that was submitted for the 2011 APHA conference for consideration:

Branding Transportation as Public Health

The Community Health Planning and Policy

	<p>Development (CHPPD) Transportation Work Group is in the process of developing and implementing a grassroots network composed of key transportation leaders and agencies at national, state and local levels. Its core membership largely comprises a diverse group of section members, complemented by policy leaders from other sections, transportation professionals, urban and regional planners. This network will advocate collectively to Brand transportation as public health in an effort to increase awareness within the respective professional and service communities. The goal is to develop relationships amongst state agencies, advocacy groups, non-profit organizations, and private sector concerns to strategically position APHA's organizational credibility on transportation issue referendums. The emphasis will be on the implementation of practical solutions, effective partnerships, capacity building, sustainable change/growth, and alternative funding options that improve sociopolitical, environmental, and economic impacts within communities. Cultivating a thorough understanding of the built environment as it relates to the health and safety of communities will help to ensure the appropriate design, allocation and utilization of resources in an integrated, equitable, and sustainable manner for the future of America's transportation needs. The CHPPD Transportation Work Group will discuss the successes and challenges of this grass roots initiative.</p>	
Adjourn	The meeting was adjourned at 2:10 pm EST	

Notes by Uzma Zumbrink & Slande Celeste