



New Executive Board Orientation Meeting Minutes
Oct. 27, 2021

I. Call to Order and Roll Call - Hope Rollins, Chair

Ms. Rollins welcomed the new 2021-2022 Executive Board cohort and a quorum was established.

Present

Amy Lee, MD, MPH, MBA, CPH
Brittany Marshall, DrPH
Bryan O. Buckley, DrPH, MPH
Celeste A. Monforton, DrPH, MPH
Charlene Cariou, MHS
Chris Chanyasulkit, PhD, MPH
Danielle M. Campbell, MPH
David Reyes, DNP, RN, MN/MPH
E. Oscar Alleyne, DrPH, MPH
Georges C. Benjamin, MD
Heather Walter-McCabe, JD, MSW
Hope M. Rollins
José Ramón Fernández-Peña, MD, MPA
Jeanie L. Holt, MPH, MS
Jessica M. Boyer, MPH, MSW
Kaye Bender, PhD, RN, FAAN
Melissa (Moose) Alperin, EdD, MPH
M. Aaron Guest, PhD, MPH, MSW
Nandi A. Marshall, DrPH, MPH
Sarah Gareau, DrPH, MEd
Thomas Jeffrey Docker, DVM, MPH

Unable to Attend

Benjamin H. Hernandez, MBA
Elaine Archie-Booker, EdD, RN
Haley Moss, MPH

I. Welcome & Operational Overview — Hope Rollins, Chair, and Charlene Cariou, MHS, Vice Chair

Ms. Rollins presented the 2021 board accomplishments as well as board goals for the year ahead. The 2022 board goals are:

- a. Assisting with Planning & Execution of the APHA 150th Anniversary Year** — The 150th anniversary celebration officially kicks off at the Closing General Session of the 2021 Annual Meeting in Denver and ends with the 2022 Annual Meeting (theme of “150 Years of Creating the Healthiest Nation: Leading the Path Toward Equity”) in Boston from Nov. 6-9, 2022. The year-long anniversary celebration will showcase APHA’s lasting impact on the nation’s health and the path forward. Ms. Rollins encouraged board members to participate actively at all the APHA-related events, whether attending webinars and conferences, networking, mentoring or volunteering at any of the APHA events in this year-long celebration. Announcements and event updates can be found on the [APHA 150th Anniversary webpage](#).
- b. Enhancing Board Member Training** — Ms. Rollins emphasized that a continuum of learning is vital and would like the board’s feedback on what they would like to learn from their board experience and from each other. There is a wealth of experience on the board that can be used to have periodic “shared learning” activities with each other. Ms. Rollins will send a survey to gather the board's feedback on the areas they are expert in and/or what they would like to learn more about.
- c. Innovative Financial Stewardship** — The COVID-19 pandemic made the organization rethink its biggest revenue driver, the Annual Meeting. The meeting structure was changed in major ways, and the board was responsible for making critical financial decisions while ensuring APHA serves its members safely and effectively. Moving forward, the board will continue to ensure APHA is fiscally sound and may need to explore diversifying its revenue sources.
- d. Strategic Plan Development** — Following the Member Unit Effectiveness and Engagement project (now called APHA Your Way), the board may need to discuss rebranding the organization’s strategic plan in 2022. More information will follow from the Strategic Planning Committee regarding this task.

- e. **Connected and Visionary Board Members** — Leveraging the board’s collective talents and expertise, the board will strive to continuously build relationships and operate on the core values of authenticity and servant leadership to grow the membership and strength of the Association. Ms. Rollins emphasized the importance of active engagement, participation and serving as a value-add in the board construct and board activities.

II. Executive Board Meeting Materials and Logistics — Asma Shethwala Yu, Executive Assistant and Executive Board Staff Liaison

Ms. Yu provided an orientation on board logistics such as Dropbox access, board members’ information on the APHA website, APHA conflict of interest form, Executive Board handbook, member profile demographic information and member brochure. She also reminded the board that the core documents such as the 2022, 2023 and 2024 Executive Board meeting dates, board committee assignments, mentor/mentee assignments, APHA Bylaws, board handbook past 2021 and 2020 board meeting materials can all be easily accessed year-round on the Executive Board Dropbox portal.

III. Committee Breakout Sessions

The board committees held their first breakout session with their APHA staff liaisons, where they discussed their committee’s 2021 accomplishments and recommendations, and their 2022 goals. They also set up monthly or bimonthly meeting times. The board committees are: Governance Committee, Development Committee, Finance and Audit Committee, Personnel Committee, Committee on Social Responsibility and the Strategic Planning Committee.

Meeting adjourned at 3:30 p.m. ET

**The next meeting of the Executive Board will take place from Jan. 9-10, 2022
via Zoom**