



AMERICAN PUBLIC HEALTH ASOCIATION
Governing Council Mid-Year Meeting Minutes – Monday, June 19, 2017
Teleconference/Webinar

Convening of the Council – Thomas C. Quade, MA, MPH, President

APHA President Thomas Quade convened the meeting and turned the proceedings over to Governing Council Speaker Barbara Giloth.

Call to Order – Barbara Giloth, DrPH, MPH, Speaker of the Governing Council

The Governing Council mid-year teleconference was called to order by Speaker Giloth. The Speaker asked the Secretary of the Council to confirm a quorum. Secretary Benjamin confirmed that a quorum was present (135 Councilors participated on the call).

Speaker Giloth introduced Governing Council Parliamentarian Greg Ullrich and made several housekeeping announcements before calling for a motion to approve the mid-year meeting agenda. The motion was appropriately moved and seconded, and the Speaker called for a vote.

Motion: To approve the agenda of the 2017 Governing Council mid-year meeting.

Outcome: The motion was approved by acclamation.

Speaker Giloth then called for a motion to approve the minutes from the fall 2016 Governing Council Meeting in Denver. The motion was appropriately moved and seconded, and the Speaker called for questions and/or comments related to the meeting minutes. Hearing no comments, the Speaker called for a vote.

Motion: To approve the minutes of the November 2016 Governing Council meeting.

Outcome: The motion was approved by acclamation.

Speaker Giloth introduced the next agenda item.

Update from the APHA President - Thomas C. Quade, MA, MPH

Mr. Quade thanked Speaker Giloth and those participating on the call for their leadership and support of APHA. He then outlined his activities since the 2016 Annual Meeting. He said he visited 12 Affiliates, met with hundreds of public health students and early-career professionals, met with several state health officers, took part in APHA advocacy efforts in both Washington, D.C., and Ohio, and participated in

several APHA events including National Public Health Week, and the Climate Summit at the Carter Center. He concluded his remarks by thanking host Affiliates for their hospitality and expressing his eagerness to visit the remaining Affiliates leading up to the Annual Meeting.

Speaker Giloth thanked Mr. Quade for his presentation and introduced the next item on the agenda.

Report of the Executive Director – Georges Benjamin, MD

Dr. Benjamin began his presentation by thanking Speaker Giloth and welcoming Governing Councilors to the meeting.

He then discussed APHA's strategic goal of becoming the Healthiest Nation in One Generation, and linked it to the work of the Association. Dr. Benjamin informed Councilors that APHA declared 2017 the Year of Climate Change and Health and shared information related to partnering organizations and monthly theme activities. He discussed APHA's partnership with former Vice President Al Gore in convening the Climate and Health meeting held at the Carter Center in Atlanta. Dr. Benjamin said the goal for the year is to raise awareness and mobilize leaders to act on this seminal public health issue.

Dr. Benjamin discussed National Public Health Week 2017. He noted that NPHW is the second largest effort APHA leads each year, behind the Annual Meeting. He said APHA staff do a wonderful job of planning NPHW activities and working with NPHW partners from across the Country. He highlighted some of the key events throughout the week, including the opening panel discussion, the billion steps challenge, and social media activities.

Dr. Benjamin then discussed the 2017 Annual Meeting, which has a theme of "Creating the Healthiest Nation: Climate Changes Health." He said the meeting will take place Nov. 4 – 8, in Atlanta. He then outlined the following concerning the 2017 meeting:

- APHA's Conventions Department is working with the Georgia World Congress Center to ensure gender-neutral bathrooms are available at the Annual Meeting.
- The Opening General Session Keynote Speaker is Eriel Tchekwie Deranger, an indigenous activist with an extensive history of environmental activism.
- The Monday General Session's keynote speaker is former EPA Administrator Gina McCarthy.
- The Closing General Session will focus on Climate Change & Social Justice.
- APHA Live will be available again this year to organizations or individuals who are unable to attend the Annual Meeting in person. APHA Live offers 19.5 hours of programming (16.5 CE credits).

Dr. Benjamin then discussed APHA's advocacy efforts, navigating a turbulent policy environment. He outlined the Association's strategy of focused and targeted messaging and advocacy. He said the Association is focused on assuring the right to health by defending the Affordable Care Act, expanding health insurance coverage, and reauthorizing the CHIP, protecting Medicaid and Medicare and prevention. He said APHA will continue its efforts to build public health infrastructure and capacity by securing funding for CDC and HRSA, and protecting the Prevention and Public Health Fund, promoting public health 3.0, and stopping regulatory rollbacks. Dr. Benjamin said we'll continue to champion health equity efforts by focusing on social determinants, protecting women's health and access to reproductive health services, and speaking out against discrimination and racism.

Dr. Benjamin concluded his presentation by discussing the future of health reform and what APHA members can do to support the Association's efforts. He urged those gathered to participate in APHA's PHACT Campaign and to act on APHA advocacy alerts.

At the conclusion of his remarks, Speaker Giloth called for questions, and after a comment by Action Board Chair Dr. Catherine Troisi, who echoed Dr. Benjamin's call for action on advocacy issues, moved to the next item on the agenda.

Report of the Treasurer – Benjamin Hernandez, MBA and Georges Benjamin, MD, Executive Director

Mr. Hernandez thanked the Speaker, and welcomed those participating on the call. He recognized the members of the Executive Board's Finance and Audit Committee and APHA staff for their dedication to the fiscal health of the Association. He discussed the role and responsibilities of the members of the Finance and Audit Committee. Mr. Hernandez then outlined his presentation, saying he will focus on the FY 2017 budget, the FY 2018 budget and then turn the presentation over to Dr. Benjamin to discuss revenue generating activities of the Association.

Mr. Hernandez then discussed APHA's funding patterns. He said the Association receives most of its revenue the first half of the fiscal year (July to December), and typically spends more than it takes in the second half of the year (January to June). He then turned his attention to FY 2017; as of April 2017, APHA's expenses are \$13,603,530 (\$545,719 under budget). He said APHA's revenue is \$14,328,606 (\$705,150 under budget).

Mr. Hernandez then outlined the process APHA uses to project where the Association will end the fiscal year. In December APHA projected a deficit of \$557,055 (not including investment income), but over the last several months APHA staff, led by Dr. Benjamin, has closed the deficit, and as of March the projected deficit is \$267,793 (not including investment income). Mr. Hernandez said he believes the Association will end the fiscal year with a deficit from operations of roughly \$200,000 (not including investment income). He said, when you add in the investment income, the Association will, in all likelihood break even for FY 2017.

Mr. Hernandez then discussed the FY 2018 budget approved by the Executive Board at their May meeting. He said he requested some significant changes to the FY 2018 budget process. The changes included: reducing APHA's overall budget by \$1 million; focusing on realistic revenue projections (instead of more optimistic projections); presenting the FY 2018 more clearly; and asking APHA staff responsible for revenue to review their FY 2017 activities and present their goals for FY 2018 to the Executive Board.

Mr. Hernandez then discussed the FY 2018 budget book presented to the Executive Board and Governing Council. He outlined the sections and how best to review the material. The FY 2018 budget has revenue at \$15,902,205 and expenses at \$16,085,354 (a net decrease of \$183,149). He said the proposed budget is \$848,446 (5%) less than FY 2017. Mr. Hernandez said the budget includes a hiring ceiling, a 3 percent cost of living increase for APHA staff, and a \$50,000 contingency fund. He said the Executive Board agreed it was important to include the cost of living increase to staff; the money to cover the cost of the increase will come out of APHA's reserves.

At the conclusion of his presentation, Mr. Hernandez took questions from the Council. Hearing no further questions Speaker Giloth turned the presentation over to Dr. Benjamin, who discussed APHA revenue activities.

Dr. Benjamin began by outlining APHA's main sources of funding: membership, conventions, publications, and grants and contracts. He said the Annual Meeting is a strong source of revenue; publications can be up or down depending on the number of books APHA releases in a given year; the grants and contracts area has grown over the last several years; and membership has been challenged.

He discussed the fiscal realities of a diverse membership, with individuals taking advantage of reduced membership fees and the impact on APHA's bottom line. He talked about APHA's assets, including the value of APHA's headquarters building in Washington, D.C., and how much the Association has in the bank. He went on to say, while APHA has been stressed financially, overall the Association is in sound fiscal shape.

Dr. Benjamin shared what the Association is doing to engage the more than 700,000 public health professionals across the country. He talked about recent actions of the Governing Council, including the membership dues increase plan approved in 2016 (the Executive Board did not institute the dues increase in 2017, so rates remain at the 2016 level), and the Council's approval of the pilot membership plan related to schools and programs of public health, and the approval of a restructured agency membership model. He also mentioned APHA Live, which is available to individuals unable to attend the APHA Annual Meeting.

Dr. Benjamin said APHA has attracted approximately 50 new agency members through targeted marketing campaigns and other outreach activities. He said the schools and programs of public health initiative is moving forward. APHA has been in discussion with several schools and program to enroll all of their students as APHA members at a fixed rate. Dr. Benjamin said APHA's Membership Department has worked extremely hard to get the program off the ground. He said he's had several meetings with deans and program directors, and there is quite a bit of interest in the membership initiative. Dr. Benjamin concluded his remarks by encouraging Councilors to promote APHA with their colleagues and to contact the Membership Department if they want any additional information or have any leads.

Speaker Giloth thanked Dr. Benjamin and called for questions. Dr. Benjamin took questions pertaining to the membership initiatives and fundraising activities of the Association. Hearing no further questions, Speaker Giloth introduced the next item on the agenda.

Proposed Bylaws Amendments – Mitch Haas, DC, MA, Chair, Committee on Bylaws

Dr. Haas thanked Speaker Giloth and announced, because of an editing error, the bylaws amendment related to the definition of an agency will be moved to the November meeting. He then introduced the proposed amendments to the bylaws. He said the proposed amendments pertain to simplifying how APHA reports its budget to the membership, the terms of the Chair and Vice Chair on the Education Board, and an amendment recognizing the Caucus Collaborative.

Speaker Giloth thanked Dr. Haas for his presentation, and opened the floor for discussion. Hearing no comments, Speaker Giloth asked Dr. Haas to introduce the first amendment.

The recommended bylaws changes and motions follow. The rationale for the change is shaded in gray.

Amendment 1: The Bylaws Committee moves to amend the bylaws to simplify budget reporting.

Article VI.7.D – Functions of the Executive Board

VI.7.D. To approve budgets for APHA work and to ~~publish~~ make summaries of budgets ~~in an official publication of~~ available to APHA members annually. ~~promptly after their adoption.~~

- Language is recommended to make communication more flexible. Annual reporting is more realistic than “promptly.”

[Source: Executive Board]

Outcome: YES – 97% No – 1% Abstain – 2%

Bylaws Amendment 1 was approved.

Amendment 2: The Bylaws Committee moves to amend the bylaws to correct the terms of office for the Education Board Chair and Chair-Designate.

Article VII.2.A – Education Board

VII.2.A. There shall be seventeen voting members of the Education Board including the Student Assembly representative. In addition, the Chairs of the Action Board and the Science Board, and the Executive Director shall serve as members ex officio without vote. The Chair of the Education Board shall serve as co-chair of the Joint Policy Committee and as an Executive Board member ex officio without vote. The Chair and Chair-designate shall each serve two-year terms.

- The specification of two-year terms was previously omitted.

[Source: Committee on Bylaws]

Outcome: YES – 100% No – 0% Abstain – 0%

Amendment 2 was approved.

Amendment 3: The Bylaws Committee moves to amend Art. IX of the bylaws to recognize the Caucus Collaborative

Section 10. Caucus Collaborative

- Section 10 recognizes the Caucus Collaborative. The language is based on the Executive Board's 2015 policy on Caucuses, approved by the Caucus Collaborative, and modeled on the bylaws sections on the Council of Affiliates and Intersectional Council.

[Source: Executive Board, Caucus Collaborative, Committee on Bylaws]

A. There shall be a Caucus Collaborative (CC) whose functions shall be:

- i. To represent the interests and common concerns of the Caucuses relevant to overall Caucus administration to the Executive Board and other elements of APHA.
- ii. To facilitate relations among the Caucuses and other relevant bodies of APHA.
- iii. To assist the Caucuses in their internal management and inter-Caucus communication.
- iv. To review and comment on applications to establish or discontinue Caucuses and submit these comments to the Executive Board.

B. CC voting members shall consist of a representative from each Caucus. Nonvoting members shall include the Chair, Chair-elect, and Immediate Past Chair. Each Caucus shall select a representative and alternative representative to the CC annually from among APHA members in the Caucus. All CC members and alternative representatives shall be APHA members. Each Caucus shall have one vote on all matters, including elections, brought before the CC.

- Each Caucus is represented analogously to Affiliates on the Council on Affiliates; each Caucus has one vote and officers do not have a vote analogously to voting on the Intersectional Council.

- Emphasis is placed on the fact that Caucus representatives must be APHA members because not all Caucus members are required to be APHA members.

[Source: Executive Board, Committee on Bylaws]

C. The CC shall meet quarterly, including an annual meeting in conjunction with the APHA Annual Meeting.

D. The CC officers shall consist of a Chair, Chair-elect, and Immediate Past Chair, all of whom shall serve a one-year term. The Chair-elect shall be elected by the CC from among its members.

E. A vacancy in the office of the Chair shall be filled by the Chair-elect. A vacancy in the office of Chair-elect or Immediate Past Chair shall be filled by the CC from among its members. A vacancy in the position of Caucus representative shall be filled by the alternative representative and the Caucus shall replace the alternative representative with an APHA member in the Caucus.

Outcome: YES – 93% No – 5% Abstain – 2%

Amendment 3 was approved.

At the conclusion of the vote on the third amendment, Dr. Haas made a motion that the Committee on Bylaws be authorized to make editorial, numerical, grammatical and conforming changes to reflect the intent of the amendments.

Motion: The Bylaws Committee moves that the Bylaws Committee be authorized to make such editorial, numerical, grammatical and conforming changes to reflect the intent of these amendments.

Outcome: YES – 97% NO – 1% Abstain – 2% The motion was approved.

It should be noted that one of the proposed bylaws amendments was removed from the agenda due to a grammatical error. The proposed amendment will be reintroduced and voted on by the Governing Council at the Nov. meeting.

Speaker Giloth thanked Dr. Haas and the members of the Committee on Bylaws and moved to the next item on the agenda.

Policy Development JPC Update – U. Tara Hayden, MHSA, Chair, Education Board, & Ayanna Buckner, MD, MPH, Chair, Science Board

Ms. Hayden began the presentation by discussing the 2017 policy statement gaps. The items on the list include, but aren't limited to, Clean Air Act/health impacts of air pollution, gun violence as a public health issue, and the public health impact of energy use. Ms. Hayden then discussed the policy statements identified for updating through the archiving process. She noted that 12 policies were targeted for updating by 2017, and that one of the policies on the list was partially updated. The partial update does not qualify as a full update; therefore all 12 policies will be automatically archived at the 2017 Annual Meeting. Ms. Hayden said 20 policies are on the list to be updated by 2018, and encouraged those participating on the call to review the list and provide an update if possible.

Ms. Hayden then discussed the future process for archiving APHA policies. She said, beginning in 2019 policy statements adopted more than 20 years ago will automatically be archived unless deemed current after thorough review by the Science Board and approved to remain active by the Governing Council. She said in order to remain active, the science, references and action steps in the policy statement must be current.

Ms. Hayden said Governing Councilors and other APHA members will have two policy development cycles to either submit a recommendation to the Science Board that the science is current or update the policy statement and submit for review. New policy statements adopted in 2014 or later will be automatically scheduled for archiving after 10 years. APHA will post the list of policy statements due for archiving at the end of year eight in order to give potential revisers time to review and submit updated documents for review by the JPC prior to the 10 year archive date if appropriate.

She continued, at the Annual Meeting, any Governing Councilor may remove a policy statement from the 10 year archiving consent agenda and propose moving it to another category or removing it from consideration entirely. If the motion fails, the policy statement remains on the consent agenda. At the conclusion of her remarks she turned the presentation over to Dr. Buckner.

Dr. Buckner thanked Ms. Hayden and discussed the 2017 proposed policy statements. She said 21 proposals were accepted, and the breakdown follows:

- Six in Group A: Access to Care, Health promotion and Prevention
- Five in Group B: Occupational Health
- Six in Group C: Social Determinates of Health and Equity, Human Rights, Immigration and International Health
- Four in Group D: Environmental Health

She noted two of the proposed policy statements address a gap or a requested update. (NOTE: A2: Supporting Research and Evidence-Based Public Health Practice in State and Local Health Agencies is a proposed update to an existing policy statement. D2: Public Health Opportunities to Address the Health Effects of Air Pollution addresses a policy gap.) Dr. Buckner then outlined the activities of the JPC since

the beginning of the year. She said policy statements were submitted in February, comments on proposed policies were due by March 29, and the JPC met on May 4 & 5 to discuss the policy statements and gave an initial assessment.

Dr. Buckner then discussed the JPC's recommendations (Positive, Conditional or Negative). This year, one policy was given a positive assessment, 12 were given a conditional assessment and eight were given a negative assessment. She said authors were notified of the results in late May and have until August 23 to amend and resubmit their proposed policy. She then explained the process for policies that receive a negative assessment. She said the JPC will review resubmissions in September. The JPC public hearings will take place on Sunday, Nov. 5, and Governing Councilors will vote on the policies on Tuesday, Nov. 7.

Dr. Buckner concluded her remarks by discussing late-breaker policies; she said the deadline for submission is Oct. 25, by 11:59 p.m. EDT. Authors will be notified prior to the Annual Meeting if the late-breaker is accepted. If accepted, both the Science Board and JPC will review at the Annual Meeting.

Speaker Giloth thanked Dr. Buckner and Ms. Hayden for their presentation, and called for questions. The JPC co-chairs answered questions related to their presentation. Hearing no further questions, Speaker Giloth thanked the co-chairs of the JPC and moved to the next item on the agenda.

Report of the Nominations Committee – Cassandra Chess, MPH, Chair

Ms. Chess thanked Speaker Giloth and discussed the responsibilities and composition of the Nominations Committee. She then shared the Committee's process for identifying and recruiting potential candidates. She explained that the call for candidates was announced in January issue of *The Nation's Health* and noted in APHA newsletters to the Affiliates and Components. In addition to the announcements, Nominations Committee members were asked to contact Section, Affiliate, Standing Committee and Board leaders via email and telephone.

Ms. Chess reminded Governing Councilors that they will vote for APHA President-Elect (one to be elected), APHA Speaker (one to be elected), and APHA Executive Board member (three to be elected) at the fall meeting in Atlanta. Ms. Chess then disclosed the names of the candidates:

President-Elect (2 candidates for 1 open position):

Pamela M. Aaltonen, PhD, RN – Public Health Nursing (Indiana)
Lynn A. (Bethel) Short, RDH, MPH – Oral Health (Nevada)

Speaker of the Governing Council (2 candidates for 1 open position):

Julie Graves, MD, MPH, PhD, FAAFP – International Health (Saint Kitts)
Linda Rae Murray, MD, MPH – Occupational Health and Safety (Illinois)

Executive Board Member (6 candidates for 3 open positions):

Donna Beal, MPH, MCHES– Public Health Education and Health Promotion (California)
Eldonna Chesnut, MSN, BSN – Maternal and Child Health (Kansas)
Catherine L. Troisi, PhD, MS – Epidemiology (Texas)
Deanna Wathington, MD, MPH, FAAFP – Community Health Planning & Policy Development (Florida)

John C. Williams, DrPH, MPH, MBA – Health Administration (Kentucky)
Karen H. Kim Yeary, PhD - Community-Based Public Health Caucus (Arkansas)

Ms. Chess then explained the Nominations Committee paid special attention to diversity; she noted that the Committee worked extremely hard to present a slate of candidates that is diverse in regards to gender, geographical location and ethnicity. She also pointed out that there are several new people on the slate, which the Committee thought was important for the Association.

Ms. Chess then introduced the candidates for APHA Honorary Vice President:

- Suzanne F. Jackson, PhD, MSc, BSc – Canada
- Claude Betts, MD, MPH, MBA – Latin America and the Caribbean
- Boris D. Lushniak, MD, MPH (RADM Ret) – United States

She concluded her remarks by addressing next steps. She said she will work with the chair-elect of both the Council of Affiliates and Intersectional Council to draft an email to Councilors soliciting candidate questions, and the slate of candidates will be released in the August issue of *The Nation's Health*.

Speaker Giloth thanked Ms. Chess and the members of the Nominations Committee for their work and introduced the next item on the agenda.

Announcements, Barbara Giloth, Speaker

Dr. Giloth thanked the speakers and Governing Councilors for participating in the mid-year meeting. She also made the following announcements:

- Speaker Giloth thanked Committee on Financial Assistance Chair Andrea Lowe and the members of the committee for their efforts on the report that was included with the meeting materials.
- The Governing Council Mid-year Meeting Evaluation will be sent in July.
- In July and August Councilors will be asked to review the Annual Meeting themes the Science Board has suggested for 2019.
- Solicitation for candidate questions will take by Sept. 15.
- Nominations for APHA's national Nominations Committee are due on Friday, Oct. 14 - not eligible to run in 2017: CHPPD, HIV/AIDS, ARGC Texas, ARGC Tennessee, OHS, and Ethics
- Late-breaker resolutions are due on Wednesday, Oct. 25.
- Governing Council Orientation for new members will take place on Wednesday, Oct. 11 via webinar, and again on Saturday, Nov. 4 in Atlanta.
- The Governing Council will meet on Saturday, Nov. 4 at 3 p.m. and again on Tuesday, Nov. 7.

At the conclusion of the announcements, Speaker Giloth called for a motion to adjourn. The motion was appropriately moved and seconded, and the Speaker called for a vote:

Motion:	To adjourn the meeting
Outcome:	Approved by acclamation

The meeting was adjourned.

The Governing Council will reconvene at 3 p.m. on Saturday, Nov. 4, 2017 in Atlanta.