**NCPHA GOVERNING COUNCIL MEETING MINUTES**

**THURSDAY, NOVEMBER 10, 2002**

**NC MEDICAL SOCIETY, RALEIGH, NC**

**Attending**: Rod Jenkins, Kim Dittmann, Iulia Vann, Amy Belflower-Thomas, Leah Mayo, Peg O’Connell (phone), Andrea Freeman, Josh Swift, Cheryl Kovar, Bonnie Coyle, Marissa Mortiboy, Chris Hoke, Sheila Davies (online), Angela Sowers (online), Kyle Hiltbrunn (online), Monica Short-Owens, Liz Stevens, Tia Foula, Megan Hauser, Jackie Simmons, Kim McNeal

**Introductions:** Rod Jenkins opened the meeting and introductions were given by members. Rod thanked all for attending.

**BUSINESS**:

Approval of Minutes: Kim McNeal reported

\*Minutes from 9/13/22 were emailed by Kim Dittmann on 11/8/22. Leah Mayo motioned and Iulia Vann seconded to approve minutes as presented. No further discussion. Vote taken and approved unanimously.

Financial Reports: Kim McNeal reported.

\*Finance report for period July 1-September 30, 2022 were provided. Statement of Financial Position was reviewed. Total assets are $1486356.70. Total liabilities are $463651.80 for a total net asset of $1025704.90. Iulia Vann motioned and Monica Short-Owens seconded to approve the financial report as presented. No further discussion. Vote taken and approved unanimously.

Executive Director Report:

\*Rod Jenkins thanked Becky Hughes for her service as interim Executive Director and announced that Patrick Brown will start at new Executive Director on 11/28/22.

Operations Officer Report: Kim Dittmann reported.

\*Kim Dittmann reported 1326 members and 71 organization members. Organization members are in process of renewals

\*Kim Dittmann noted that website update is in progress. This will include NCPHA, NCALHD and Alliance websites. Jessica Alexander will be the lead of this project. Kim reminded sections to view their pages to assure accuracy.

**EXECUTIVE & STANDING COMMITTEE REPORTS:**

President: Rod Jenkins reported.

\*Rod Jenkins provided his take-aways from FEC.

President-Elect/Professional Development: Iulia Vann reported.

\*Iulia Vann noted that FEC planning group will resume meetings in January 2023.

Vice President/Public Awareness: Amy Belflower-Thomas reported.

\* Amy Belflower-Thomas reported that newsletter will be released the week of 12/5/22. Some articles will be to highlight new sections and introduce of new Executive Director. Submissions are due 11/22/22.

\*Spring Conference will be 5/16/23.

Immediate Past President/Organizational Structure: Leah May reported.

\*Leah Mayo reviewed duties of Immediate Past Presidents related to bylaws, manual of procedures and nominations. Leah encouraged members to review this documents and provide any needed updates.

\*Leah offered information and/or forms used for NCPHA nominations process to sections for use in their section elections.

Membership and Outreach: Shahnee Haire reported.

\* By email:

* The NCPHA Outreach & Membership Committee Chair has been able to recruit 23 Committee members. This includes our elected at large members.
* The first virtual Committee meeting will take place on Tuesday, December 13 at 4pm-4:30pm
* I have created goals for the next year for the committee meeting. The goal will be discussed at our first meeting for members to provide suggestions and ideas.
* Committee Goals:
	+ Recruit at a minimum of 50 new members to join NCPHA from now until next December 2023.
	+ Create a monthly post for NCPHA social media pages and website.
	+ Host 3 initiatives to assist with retaining and/or recruiting new members

Advocacy: Peg O’Connell reported.

\*PO reported advocacy agenda approved by EC. Report and overview provided. Recommendation from committee and voted. No further action needed.

Audit Committee: Andrea Freeman

\* Kim McNeal reported on internal audit, completed 9/12/22. Andrea Freeman noted that a professional audit is being considered by the committee for FY 22-23

\*Andrea Freeman will work with Rod Jenkins on transition to of audit committed to financial committee.

\*Leah Mayo suggested committee review and put in by-laws for Finance Committee when others ask NCPHA to sponsor their conference. Do we ask to sponsor our conference in return?

BIPOC: Michaela Penix

\* No report.

APHA: Brittan Williams

\* Rod Jenkins reported that written report provided from Brittan Williams. See attached.

Members-At-Large: Nina Beech, Josh Swift, Cheryl Kovar, Karen Powell, Bonnie Coyle, Marissa Mortiboy

\*No report

**ACADEMIC LIASON:** Yolanda Massey-McCullough reported.

\* No report

**AD HOC COUNSELLOR OF LAW:** Chris Hoke

\* Chris Hoke commented on the connection of public and private health in N.C.

**DPH LIAISON**: Virginia Niehaus reported

\* No report

**AFFILIATE REPORTS:**

Eastern District: Travis Greer

\* Kim Dittmann reported Eastern District conference will be held in Nags Head the last week in April 2023.

**SECTION REPORTS**:

Aging: Sheila Davies

\* No report

Academic/Practice-Based Research: Amy Belflower Thomas/Bonnie Coyle reported.

\*Will work in new year on abstracts for FEC

Dental Health: Natasha Mofrad reported.

\* No report

Environmental Health : Angela Sowers reported.

\* by email

We had our first section meeting last week and will have an official meeting to include all other EH sections December 5.

Epidemiology/Stats/Lab: Kyle Hiltbrunn

No report

Finance, Administration, Mgt Support, Internet Technology (FAMI): Monica Short-Owens reported

\* Monica Short-Owens reported that the North Carolina Local Public Health Management Support Association conference last week. Section discussed topics for FEC

Medical Directors: John Marrow

\*No report

Nursing: Liz Stevens reported.

\*Liz Stevens reported that leadership meeting was held October 2022. Section is planning full meeting January 2023

\*Liz reported on collaboration with Wellness and Prevention and EPI/State/Lab for CEU webinar on lung cancer and prevention webinar Jan 2023

\*Liz reported that section will have virtual meet and greets next week.

\*Liz reported that section needs a vice-chair.

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Public Health Leadership: Pamela Brown

\* No report

Social Work: Tia Foula reported.

\*Tia Foula reported next full membership meeting will be held in January 2023.

\*Tia Foula reported that the bi-annual Public Health Social Worker Conference has been renamed The Kelly Spangler Public Health Social Worker Conference. Kelly is a retired public health social worker and a long-time NCPHA member.

Wellness and Prevention: Megan Hauser reported.

\*Had a great FEC. Students attended. Good silent auction.

\*Had meetings.

\*Webinar January 2023

Women’s & Children’s Health: Jackie Simmons reported

\*Jackie Simmons noted that section has continued meetings since conference.

\*Jackie noted 10/18/22 virtual conference on post Roe v Wade changes. Section will make reproductive health and LGBTQ priority this year.

\*Jackie stated section is planning two more town halls.

\*Liz Simmons noted Gerri Mattson won award from APHA.

Young Professionals: Rebecca Oakes.

\* Leah Mayo reported meeting 11/9/22.

\*Leah suggested head shots at FEC for Young Professionals. Group is open to photographer suggestions in the Concord area. Bonnie Coyle suggested marketing person from Cabarrus County. Discussed session free for Young Professionals and fundraiser for others.

\*Rod Jenkins reported on speaking to UNC students, NACCHO, and NC Science and Math. Groups looking at ways to partner. Amy Belflower-Thomas offered to help as member of alumni board.

**SPECIAL APPOINTMENTS**

Healthy NC 2030: Kathy Dail reported

\* No report

Parliamentarian: Tia Foula

\* No report

\*Leah Mayo asked about Amy Belflower-Thomas and Bonnie Coyle serving in two voting positions. Amy noted there is not a standard in by-laws. Kim Dittmann stated it is a vote per position.

Citizens for Public Health: Wes Grey

\* Andrea Freeman noted that leadership meeting 11/9/22 and discussed possible advocacy agenda point related to gun violence. Andrea and Wes Grey will work on this topic and present to Peg O’Connell and advocacy committee.

Student Representative: Shivani Petel

\* No report

**Other Business**

\*Executive Committee reviewed onboarding manual developed by Kim Dittmann and Jessica Alexander. Kim to edit and present to all. Conflict of interest form is included in the board contract. Kim reviewed contract. Members will need to sign once finalized.

Adjourned 1:30

Respectfully submitted,

Kim McNeal

Secretary/Treasurer, NCPHA