

NCPHA – Academic Participatory Based Research (APBR) Section

Leadership Meeting

November 12, 2017

Present on call: Nancy Winterbauer, co-chair, Cheryl Kovar, secretary-treasurer, Stacie Saunders, not on call

Meeting called to order at 9:00 AM by co-chair, Nancy Winterbauer

Treasurer's report: Account balance as of 10/15/17 is \$4,455.77. This does not reflect the deduction of the awards from the NCPHA Fall conference. All winners have had their checks sent by Dana Hathcote. Still need to pay the student who helped Nancy at the conference. Nancy to send the name to Cheryl for payment.

Discussion:

- Need to form 3 committees: conference planning, “not” internship and NACHHO/Academic Health Department
- Discussion on NACHHO's Model Practices and how this would be a great asset to have at the state level.
- Agreed we need to have future discussion on reviewing and revising the current by-laws

Action Items:

- Nancy agreed to send out a Google Poll to those who voiced an interest in participating on committees at NCPHA and will cc in Stacie and Cheryl
- Nancy will look into the NACHHO Model Practices in more detail and investigate which health director's committee would be a good point of contact as well as look into funding opportunities for this project.

Next phone call is scheduled for 12/11/17 at 9A.

Meeting adjourned at 9:30A.

Minutes respectfully submitted by Cheryl Kovar