

NCPHA – Academic Participatory Based Research (APBR) Section  
Leadership Meeting  
January 8, 2018

Present on call: Nancy Winterbauer, co-chair, Cheryl Kovar, secretary-treasurer, Stacie Saunders, co-chair

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

**Treasurer's report:** Account balance as of 12/15/17 is \$4,070.77. This does reflect the deduction of the awards from the NCPHA Fall conference.

**Discussion:**

- Monthly NCPHA Conference Planning Call 1-9-18 (every 2<sup>nd</sup> Tuesday of month)
- Email to those who expressed an interest in being on a committee (Conference Planning, Internship/not internship, NACCHO Model Practices, Academic Health Department)
- Academic Health Department :  
Discussion on having Paul Irwin, University of Tennessee, Knoxville be a speaker on Wednesday afternoon during the Fall Conference on this topic. Stacie shared her and the health director from another district are potentially going to do a small presentation at Eastern District, NCPHA on this concept. Also discussed idea of having other presentations to augment the speaker and topic for Wednesday afternoon session at Fall Conference.
- Research through APBR section:  
Stacie shared with other health directors that APBR section should be involved if NCPHA intends to conduct research - had good response but no action. Need process. Nancy shared we do have a process but outdated and difficult. She also shared several types of research that would be a good fit for the section.

**Action Items:**

- Cheryl agreed to be on Conference Planning call 1/9/18. Nancy sent her call in information.
- Nancy to send emails to those who expressed an interest in serving on a committee for section.
- Stacie will approach the Leadership section if they would be interested in co-sponsoring the speaker (Paul Irwin) for 2018 Fall Conference.
- Nancy will send doodle poll to group in order to continue discussion on NACHHO Model Practices
- Stacie was asked to draft what a process for NCPHA research conducted through APBR, as the research arm of the association, might look like in regards to research through the section and health departments/districts.

**Next phone call is scheduled for 2/12/18 at 9A.**

Meeting adjourned at 9:30A.

Minutes respectfully submitted by Cheryl Kovar

