

NCPHA – Academic Participatory Based Research (APBR) Section

Leadership Meeting

May 8, 2017

Present on call: Stacie Saunders and Nancy Winterbauer, co-chairs

Cheryl Kovar, secretary-treasurer

Meeting called to order at 9:00 AM by co-chairs

**Treasurer's report:** As of 4/6/17 our section has a balance of \$4,340.77 in our account.

**1. Health Directors' Innovations Committee Meeting:**

We discussed the upcoming Health Directors' meeting on 5/17/17 in Raleigh at 11A in the Cardinal Room and our presentation to the Innovations Committee. The purpose of this presentation will be to give an overview of our APBR section and a brainstorming opportunity for the health directors to give their input into future collaborations between the section and the health departments/districts. We will give a real-life example with one of the core functions and our thoughts on possible collaborations.

**2. NCPHA 2017 Fall Conference – 9/27-29, 2017 in Asheville, NC:**

Planning for the Fall conference has begun.

- We will have our business meeting on Thursday (9/27) from 8:30-9A and followed by our Visioning session from 9-10A. Topic: Where do we go with this committee in the future?
- Nancy will draft the call for abstracts (posters, podium presentations and speed round) and send to the committee for review. The call will be sent out the week of May 15<sup>th</sup>. Nancy will send to the public health listserv; Cheryl will send to selected Colleges of Nursing, and Stacie will distribute to practitioners within DPH. The focus will be soliciting abstracts from practitioners, academes and graduate students.
- Reviewers and judges will be solicited by Nancy with the intent of increasing the number of section members who participate in the review and judging process.

**3. By-laws**

- Discussion on need to review our by-laws and email distribution list.
- Nancy will work on this as will need to propose and adopt any changes at the business meeting in the fall.

**Next meeting:**

Stacie will send out a Doodle Poll to arrange a face to face meeting to work on fall conference planning. Next scheduled conference call will be Monday 6/5/17 at 9A.

Meeting adjourned at 9:45A.

Minutes respectfully submitted by Cheryl Kovar