**NCPHA GOVERNING COUNCIL MEETING MINUTES**

**TUESDAY APRIL 26, 2022**

**CROWN PLAZA HOTEL, ASHEVILLE, NC**

**11 A.M.**

**Attending**: Leah Mayo, Kim Dittmann, Mike Zelek, LaShonda Ouk, Michaela Penix, Bruce Robistow, Cheryl Kovar, Yolanda Massey-McCullough, Amy Belflower Thomas, Torica Fuller, Tonya Zimmerman, Andrea Freeman, Jaimee Watts-Isley, Eunice Inman, Kim McNeal

**Introductions:** Leah Mayo opened the meeting and welcomed members. Thanked everyone for their attendance.

**BUSINESS**:

Approval of Minutes: Kim McNeal reported

\*Minutes from 3/31/22 were emailed by Kim Dittmann on 4/19/22 and reviewed at the meeting. No quorum so there will need to be an online vote.

\*Online vote was sent by Kim Dittmann on 5/16/22. Jaimee Watts-Isley was the first to vote and Joshua Swift was second. Vote taken and minutes were approved as presented by 5/17/22.

Financial Reports: Kim McNeal reported.

\*Finance report for period ending 3/31/21 was emailed by Kim Dittmann on 4/19/22. Statement of Financial Position was reviewed. Total assets are $1629655.15. Total liabilities are $531630.44 for a total net asset of $1098024.91. 2021 Fall Educational Conference Budget vs. Actual report reviewed. Current net revenue is $11109.92. This will change with additional income/expenses by end of the conference. A column was included as a comparison for the virtual 2020 conference where net revenue was $9827.69. The Statement of Financial Activities report was reviewed. No quorum so there will need to be an online vote.

\*Online vote was sent by Kim Dittmann on 5/16/22. Jaimee Watts-Isley was the first to vote and Joshua Swift was second. Vote taken and financials were approved as presented by 5/17/22.

Executive Director Report: Katye Griffin reported.

\*Kim Dittmann reported on logo and branding. There will be one each for the three organizations (NCPHA, NCALHD, and Alliance) and one for the collective group. NCPHA will meet with Bracso next week and will have logos ready for June 2022 meeting. Leah Mayo asked about co-branding for sections.

Operations Officer Report: Kim Dittmann reported.

\*Kim Dittmann report currently 1277 members with 79 org members. Many renewals and new members. John Marrow working to recruit members for a medical directors’ section

**\***Public Health Leadership Conference will be 5/18/22.

\*Virtual Cancer Summit will be held next week.

\*Katye Griffin returned to work 4/1/22.

\*Case management conference netted about $6000. Kim Dittmann reported that NCPHA expects to make money on legal conference that was held today.

\*Kim Dittmann reviewed download of conference app. If need to send out a notification on the app, see Kim Dittmann.

**EXECUTIVE & STANDING COMMITTEE REPORTS:**

President: Leah Mayo reported.

\*By-laws sent out for vote this week.

\*Young Professionals are hosting conference 5/18/22. Registration is open.

\*BIPOC and WCH Section are sponsoring a virtual service project for Sistas Caring 4 Sistas (Asheville-based doula program). There is an Amazon wish list or you can provide a monetary donation at their website.

\*Leah Mayo discussed awards and lack of nominations. During Executive Committee’s March 2022 retreat, it was discussed at the NCPHA level to streamline the application. Leah has also sent an email on the inventory of section awards. She suggested using sections award winners as All Star awards. Kim Dittmann reviewed All Star awards. Discussion held on issues around awards, lack of applicants, and using one All Star per section. Discussion held on process to use section award as All Star, streamlining the process and elevating the recognition of the award winner from the section. LM encourages section/GC members to fill out survey for future assessment. Leah stated the goal is to have this in place by FEC 2022. Discussion held to change All Star to Section All Stars. Leah stated group will also need to review by-laws. Discussed leaving the decision to the section for the “All Star” if they have more than one award.

President-Elect/Professional Development: Rod Jenkins

\* Leah Mayo stated FEC 2022 planning is in process. Kim Dittmann stated one speaker confirmed.

\*Kim Dittmann stated the FEC 2022 conference will be paperless and using the app exclusively. Kim reviewed process for setting up app for FEC 2022.

\*Kim Dittmann stated GlaxoSmithKline presentation will be box lunch this year with no speaker or GSK staff present.

Vice President/Public Awareness: Iulia Vann

\* Kim Dittmann stated next newsletter to come out in June 2022.

Immediate Past President/Organizational Structure: Mike Zelek reported.

\*Mike Zelek and Leah Mayo reviewed the bylaws changes noted at the Executive Committee Strategic Planning retreat. Highlights will be that current presidential appointed committee chairs will go to voted and to 3-year terms. All changes were sent to membership and will be up for vote Friday. There is also some language clean-up included in the changes. Future plans are to review audit committee for a finance committee. These changes were spurred by desire to be a more open and inclusive organization.

Membership and Outreach: Deirdre Moyer

\* No report.

Advocacy: Peg O’Connell reported (BY EMAIL).

\*Things are pretty quiet for advocacy committee right now. Primary elections are coming up. All NC House and Senate members are up for election. Early voting begins all across the state on Thursday, April 28. Election Day is May 17.

The General Assembly will convene on May 18. The session is expected to be short. 6-8 weeks. The legislature will likely pass an adjustment to the budget and a few other items. It does not seem that they will consider any other free-standing big-ticket items, however, the budget could contain several big-ticket items including Medicaid expansion, some limited certificate of need changes and maybe something on permanent payment for telehealth.

That is all I have for now. We are continuing to do research on the issue of public health worker harassment. A number of other groups are looking at this issue and Katy may have more to share on this topic.

Audit Committee: LaShonda Ouk reported.

\* Leah Mayo and LaShonda Ouk reported on forms for request for funds for internal and external requests. There is also a form for recipients to follow up after the project.

\*LaShonda provided and reviewed grantee report guide. The goal is for grantees to report on their milestones and measurable results from receiving a grant. Grantees are also encouraged to share successes and/or milestones. There is also a section for detailing how the NCPHA funds were used.

\*Jaimee Watts-Isley asked about amount of grants. Leah Mayo stated that group will work with NCPHA finance yearly to see what funds may be available. For this year, the cap is $3000. No current grant cap set. Leah stated requests should be made for specific projects and not to increase a budget for a group or section.

\*Edits and changes for draft discussed. Revision will remove request for organization’s financial position but will request financial report specific to grant. Revision will also combine milestone and results sections and simplify successes/challenges and impact. Andrea Freeman suggested grantees have ability to upload pictures with report guide.

BIPOC: Michaela Penix reported.

\*Kim McNeal and Leah Mayo discussed presentation by Michaela Penix and Clarissa Gooding-Aytch at the March 2002 Public Health Social Worker Conference.

\*Michaela Penix and Clarissa Gooding-Aytch looking towards FEC 2022 for a formal introduction of BIPOC and officer recruitment.

APHA: Brittan Williams

\*Leah Mayo reported that information added on membership portal for identifying information of members. This was modeled off APHA.

Members-At-Large: Nina Beech, Bruce Robistow, Honey Estrada, Josh Swift, Cheryl Kovar, Karen Powell

\*No report

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

\* Yolanda Massey-McCullough reported on plan to have students at FEC 2022. Plan is to reach to universities over the summer to send students and introduce them to public health. Group is open to help from other members. Cheryl Kovar stated this recruitment will be open to all universities regardless to if they have a public health program as other degrees work in public health.

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

\* No report.

**DPH LIAISON**: Virginia Niehaus

\* No report

**AFFILIATE REPORTS:**

Eastern District: Wes Gray

\*Andrea Freeman reported on Eastern District Conference earlier this month. Leah Mayo spoke at the conference on behalf of NCPHA. New officers were elected. Planning 4/25-4/28/23 for next conference at Nags Head.

**SECTION REPORTS**:

Aging: Ruth Little

\* Kim Dittmann stated they will have sessions at FEC 2022.

Academic/Practice-Based Research: Amy Belflower Thomas/Torica Fuller reported.

\* Section will have students for poster and podium presentations.

\* Section looking for co-chair in the fall as Torica Fuller will be coming off as co-chair.

Dental Health: Cindy Ashley

\* Kim Dittmann reported that section is working on sessions for FEC 2022.

Environmental Health : Tonya Zimmerman reported.

\* Working on sessions and scholarship applications for the FEC 2022. Section may need to extend deadlines for applications.

\*Section looking for a secretary.

Epidemiology/Stats/Lab: LeAnn Martin

\* No report

Finance, Administration, Mgt Support, Internet Technology (FAMI): Andrea Freeman reported

\*Silent auction and elections will occur at this conference.

\*Steven Gardner will present for section tomorrow. He will discuss settlement reports. Consultants will also present.

Nursing: Jaimee Watts-Isley reported.

\*Section completed keep warm kit service project for the Triad, NC.

\*Section provided student scholarship for student liaison for NCPHA. Section hopes to continue this in the future. This scholarship provided membership in NCPHA.

Public Health Leadership: Pamela Brown reported.

\* No report

Social Work: Deborah Smith reported.

\*No report

Wellness and Prevention: Betty Foh

\*No report

Women’s & Children’s Health: Gerri Mattson

\*No report

Young Professionals: Emily Harwood

\* No report.

**SPECIAL APPOINTMENTS**

Healthy NC 2030: Kathy Dail

\* No report

Parliamentarian: Eunice Inman reported

\* No report

Citizens for Public Health: Shahnee Haire

\* Andrea Freeman stated elections were held.

Student Representative: Shivani Petel

\*No report

**Other Business**

Meeting adjourned 12:25 p.m. Next meeting

Respectfully submitted,

Kim McNeal

Secretary/Treasurer, NCPHA