

Draft Minutes  
Florida Public Health Association  
Board Meeting  
April 20, 2007  
Florida Department of Health, Bureau of Laboratories, Tampa, FL

Nick Chapman, President, called the meeting to order at 12:45 PM

**Present:** Nick Chapman, Prakash Patel, Frank Meyers, David Galvin, Lea Heberlein-Larson, Linda Keen, Bette Holeva, Warren McDougle, Stephen McCloskey, Berry Bennett, Lori Jordahl, Frances Pinero, Debbie Richardson, Lena Chatmon, Doug Holt, Andy Cannons, Michael Reid, Jon Dodds, Rosa Avila, Cynthia Harris, and Faye Ceo.  
**Present by conference phone:** Levon Burnett, Bonnie McDougle, John Montgomery, Matt Dillon, Laura Guyer, and Heidi Hammond Epstein.  
**Represented by proxy:** Mike Napier, Yvonne Salfinger, Robin Wright, Paula Mooty, Matt Dillon, Danny Santibanez, Keith Keene, Susanne Crowe, and Aimee Prugel.

Nick asked for a moment of silence for the tragedy at Virginia Tech and for the 65 deaths of U.S. soldiers year to date in Iraq and Afghanistan.

**Introduction and Determination of Quorum** - Introductions of the Board was completed. A quorum was present.

**Approval of Minutes** - Minutes from the February 9, 2007 Board meeting were presented for Board review and approval. **Frank Meyers moved to approve the minutes. Stephen McCloskey seconded the motion and the motion passed unanimously.**

**President's Report** – Nick Chapman presented his report. He provided an update on his current medical status, indicating that he has completed chemotherapy, is feeling fine and is cancer free. He reported on the meeting of the executive board and members of the legislative committee with Dr. Viamonte Ros, Secretary for Health with the Florida Department of Health. Dr. Viamonte Ros listened to the FPHA representatives, indicated agreement with current FPHA legislative positions (including the property tax issue), and commented on the proposed position of State Surgeon General and why this position is proposed to be combined with that of the Secretary. John Dodds asked if the Surgeon General position was on track for approval. Nick indicated that it is. Linda Keen suggested the position should be separate so a Surgeon General can be the spokesperson for health in Florida.

**Executive Director's Report** – Sandy Magyar presented her report. She recognized two FPHA members: Marty Coulter for receiving a Maternal and Child Health national award and Stephen McCloskey for receiving a Florida Department of Health Davis Productivity Award. Both will be recognized in the next newsletter.

Bonnie McDougle has applied for life membership that requires board approval. **David Galvin moved to approve life membership for Bonnie McDougle and Linda Keen seconded the motion.** Lea Heberlein-Larson asked what the benefits are of life membership. Sandy indicated the member does not pay membership dues or conference registration fees. They are still a voting member of the organization. To qualify for life membership, the applicant must have been an active member for at least 10 years and retired from employment. Bonnie qualifies for life membership. **The motion passed unanimously.**

Sandy added that second notice membership dues renewal notices will be sent out within two weeks to those members that have not renewed yet.

Russ Jackson with the Palm Beach Medical society notified Sandy that he presented an award from the Florida Medical Association to Dr. Brumback. Russ also shared some FMA legislative issues that Sandy that she will pass on to the legislative committee.

The draft Annual Educational Conference program is on the FPHA website and as it is updated it will be replaced with the most current draft. Registration information has also been posted on the website. With the assistance of AHEC, online registration will be available shortly.

Sandy has been provided information about the Kellogg grant from APHA. APHA will have a total of \$5 million to award to affiliate members. The affiliate must have three qualifications met in order to apply: 1) the affiliate President must be an APHA member, 2) the affiliate must have 501c3 tax status, and 3) the affiliate must have liability insurance. The FPHA Foundation may qualify FPHA as it has 501c3 tax status and Sandy will look into liability insurance for FPHA. Matt Dillon added that APHA may be able to find insurance for the affiliates. A MOU (Memorandum of Understanding) must be signed. There was consensus to allow Sandy to sign the MOU. Sandy clarified that liability insurance is different from D & O insurance (Directors and Officers). Jon Dodds asked Sandy to clarify if the FPHA foundation can get grants and Sandy indicated yes, except it cannot manage employees.

Sandy added she has ensured that life members without email still receive the newsletter by U.S. Mail and they have indicated they appreciate it.

Sandy added that the Voter Voice system is in place and has been used by the legislative committee and members. The service is provided from a company and FPHA has shared member names, email addresses, mailing addresses, and member numbers only. Members were sent an initial announcement to register by email. The member then should connect to the website through the link in the email to complete their registration in the system. The link in the email is tied to the person receiving it; therefore members should not forward the email. Registration can also be completed by going directly to the Voter Voice website (link on FPHA website) but the member will have to enter all registration information. The service can be used to send a message to legislators

regarding issues that Chris Nuland, FPHA lobbyist, identifies or it can be used for any other legislative/grass roots effort a member wants to use it for.

**Financial Report** - Sandy Magyar presented the report for Robin Wright. The 2007 Monthly Financial Report through close of business on March 31, 2007 was distributed. The balance in the checking account is \$14,767.65, savings account is \$51,702.30, and foundation account is \$7845.57. Two transfers from checking occurred in February. The first transfer (\$20,000) was to savings and the second transfer (\$5,000) was to the FPHA foundation to pay for Annual Educational Conference (AEC) expenses. AEC registration fees are deposited into the checking account and are then transferred to the FPHA foundation. The silent auction proceeds are deposited into the foundation account. FPHA is currently financially healthy. Financial planning through the foundation should be considered. Sandy suggested that if a member is giving a presentation or speech and cannot accept the honorarium, they can give the honorarium to the foundation. Small grants can also go through the foundation. Nick Chapman asked Matt Dillon if he could make a presentation at the County Health Department Directors meeting about the opportunities of the FPHA Foundation. Matt replied that he would. It was also suggested this topic would be good as a “sideshow” at the AEC. Sandy clarified that the Florida Public Health Foundation is a separate foundation that can take grants from the Florida Department of Health without going through the bid process. Funding for this foundation is in the legislature and if it is not approved, the future of the foundation is uncertain.

**Annual Educational Conference Report** – Andy Cannons presented the report for Mike Napier. Confirmed speakers for the conference are at approximately 90%. The AEC Planning Committee met in the morning prior to this board meeting. The committee discussed topics for the 11 sideshows of 20 minutes each during the breaks. Speaker contacts are gathering speaker needs and forms needed to obtain continuing education (CE) credit and continuing medical education (CME) credit. Sandy indicated there will be no charge for CME from AHEC as far as she knows. Sandy also added that a dental track has been added to address the needs of the dental section. Mike Reid has placed a call for posters for the poster session that has been sent by email and placed on the FPHA website. He has had no responses so far. Paula Mooty currently has 11 exhibitors, but is still looking for more contacts. Gen Probe has agreed to sponsor a morning break. Sanofi Pasteur will not be providing a dinner because the company has a lobbyist. The Medical Directors will have a joint meeting with the AEC on Thursday that will require a one day registration fee. It is hoped that some directors will stay for the rest of the conference to obtain CME.

**Legislative Committee Report** - Bonnie McDougle indicated she had nothing to report. Warren McDougle updated board members on three environmental health bills: a bill regarding home inspectors, a bill requiring FDOH to inspect the restrooms of all food establishments in FL (it has been recommended to the bill sponsor that the Division of Hotels and Restaurants do this instead of DOH), and a bill requiring DOH to clean up meth labs (this would require contracting or hiring an industrial hygienist). Warren indicated all of these bills if they pass would have a monetary impact on DOH. He also added that many members he has spoken to indicated regret that FPHA did not have a

legislative day in Tallahassee this year. Bonnie added that the legislative day is a benefit to members.

**FPHA Website Report** - Frank Meyers presented his report. He provided a written webpage analysis report for January – March 2007 organized by month. He is working on getting quarterly reports. He reviewed hits vs. visits statistics: a single page can have many hits which is very different from visits. Frank suggested the Awards and Scholarships information be moved to the home page as it appears to be buried because it is in the top of the list of least requested pages by visit. Frank wants to continue to improve the website using data from these reports. He also suggested the website needs a history page and an archived reports page. There is a 1931-1958 FPHA report that would be appropriate to post here.

**FPHA Newsletter Report** – Bette Holeva presented her report. The deadline for submissions for the next (and last issue for the current board) newsletter is May 1<sup>st</sup>. It will be distributed in early June. Mike Reid suggested to rerun the information for awards, scholarships, and posters. Linda Keen added that a call for silent auction donations should also be included. Sandy Magyar added that section chairs should report on speakers relevant to their sections. The AEC program will also be included. The sideshow topics may not be confirmed by then, but the topics can post to the website.

**Nominating Committee Report** - Linda Keen presented her report. She has completed the slate. Prakash Patel and Frank Meyers will be running for President Elect, David Galvin and Roger Sanderson will be running for 1<sup>st</sup> Vice President, Yvonne Salfinger will be running unopposed for 2<sup>nd</sup> Vice President, Laura Guyer and Levon Burnett will be running for Member-at-Large, and Lori Jordahl will be running unopposed for Secretary. Linda asked the board to approve the ballot with the ability for her to add second individuals to run for 2<sup>nd</sup> Vice President and Secretary if she finds someone who is interested. **Frank Meyers moved to accept the ballot and give Linda the ability to add the two additional names. Warren McDougale seconded the motion. The motion passed unanimously.**

**Membership Committee Report** – Lea Heberlein-Larson presented her report. Current membership stands at 745 individual and 29 health agency memberships (five platinum, four gold, and 20 silver). The 2007 membership drive continues through July 31<sup>st</sup>. For every new member that is recruited, the recruiter will receive \$3 in FPHA bucks. Redesign and printing of the membership brochure has been delayed due to the damage suffered by the Volusia County Health Department Print Shop building. The committee is working on the 2007-2008 public health calendar. Photos of public health in action are still needed and a release form will be drafted that will be signed by all individuals in the photos. One calendar will be provided to each AEC attendee and additional calendars can be purchased.

Frank Meyers added that he attended the SPITS conference and gained interest in some of the other attendees in forming a MIS/IT section of FPHA.

**Strategic Plan Report** - Sandy Magyar presented the report for Lynne Drawdy. The organization is falling behind in the goals and objectives set forth in the strategic plan. The champions should try to push the objectives forward. Lynne would also like to know if these same goals and objectives should continue or be revised. Linda Keen suggested the board hold a strategic planning meeting again this year. Nick Chapman indicated he would ask Lynne to show achievements made and current status of the goals and objectives.

**Awards & Scholarships Committee Report** – Sandy Magyar presented the report for Laura Guyer. Information regarding the awards and scholarships is on the FPHA website and it will be moved to the home page. Sandy asked that the university liaisons help by distributing and posting the scholarship information.

Frank Meyers added that he has been in contact with the University of South Florida Scholarship Office. He distributed a document the university provides to students with scholarship information. The last section lists external scholarship suggestions. USF will add the FPHA scholarships to this list next year.

**Academic Committee Report** - Jon Dodds presented his report. The committee met in the morning before the board meeting. The FDOH has indicated a desire to have academic input on training of on-site sewage disposal inspectors. The committee discussed suggesting an undergraduate program rather than a graduate level program because the salary and academic requirements for these positions are both low. The committee does not have good representation from this field at the moment to provide input. Warren McDougle indicated that the Florida Environmental Health Association (FEHA) also has a similar academic committee and he will get Jon connected with them. Linda Keen asked if the academic committee would meet again at the AEC. Jon indicated the committee would need to think about who needs to be invited if they are considering recommending an undergraduate program.

### **Section Reports**

Community Injury Prevention and Control – Stephen McCloskey reported that the FDOH has drafted a data driven five year injury prevention strategic plan that includes eight goals including to decrease the incidence of drowning, poisoning, falls (age <14), and burns. Drowning is too often due to a lapse in supervision. The drowning prevention campaign is in its 2<sup>nd</sup> year and is targeting areas where 85% of drowning deaths have occurred.

Sexually Transmitted Diseases - Lori Jordahl reported the section is promoting membership in the section statewide. The section had undertaken three initiatives to provide an adequate PH workforce in the STD field: training modules, a certificate, and online training. The section is also promoting the sexual health initiative and men's health.

### **Other Committee Reports**

There were no reports from other committees.

### **Liaison Reports**

Southern Health Association Representative Report –Warren McDougle reported that he has received confirmation that the SHA President Elect will attend the entire AEC.

FACHO -Doug Holt reported that a workgroup has been formed that will work on the reorganization of the FDOH leadership.

### **Old Business**

There was no old business to discuss.

### **New Business**

There was no new business to discuss.

### **Announcements**

Mike Reid announced that applications for Florida Public Health Leadership Institute must be postmarked by today.

Linda Keen reminded everyone to obtain items for the silent auction and Frank Meyers indicated items are also needed for the STD section bucket raffle.

**Betty Holeva moved to adjourn the meeting. Linda Keen seconded the motion. The motion passed unanimously and the meeting adjourned at 3:50 PM.**

Respectfully submitted by Lea Heberlein-Larson  
Member-at-Large, 2006-2009  
Membership Committee Co-Chair, 2006-2007