



SOUTH CAROLINA PUBLIC HEALTH ASSOCIATION GOVERNING COUNCIL MEETING

President Katy Wynne opened the **April 24, 2009** meeting of the Governing Council (GC) of the South Carolina Public Health Association. The meeting was held at 10:00 a.m., 1st floor conference room, Heritage Building, Columbia, SC. An asterisk (*) indicates those present [*or represented by proxy*]. Members who have voice and vote are elected officers, section chairs, and Association representatives.

SCPHA Elected Officers (10)

Katy Wynne*	President
Dennis Thompson*	President-Elect
Otis Outing*	Immediate Past President
Blake Faulkenberry	Vice President
Leah Dorman*	Secretary
Yolanda Kennedy*	Treasurer
Lillie Hall* (via conference call)	Member-at-Large (<i>Year 2 of 2</i>)
Mike Turner*	Member-at-Large (<i>Year 2 of 2</i>)
Keisha Adams*	Member-at-Large (<i>Year 1 of 2</i>)
Deborah Early*	Member-at-Large (<i>Year 1 of 2</i>)

Section Chairpersons (10)

Leslie Hipp* (proxy ó Leah Dorman)	Alcohol, Tobacco & Other Drugs
	Disease Control
Jim Woods*	Environmental Health
Mike Turner*	Health Administration
Meredith St. Louis*	Health Education
	Health & Human Services
Leah Dorman*	Management Support
Mitzi Grappone* (proxy ó Leah Dorman)	Nutrition
Michelle Myer* (proxy ó Leanne Bailey)	Public Health Nursing
Jim Allen* (via conference call)	Social Work

Association Representatives (2)

Priscilla White ó APHA* (proxy ó Lavell Thornton)
Richard Funderburk ó SHA & Parliamentarian* (proxy ó Jan Cooke)

Queen Communications, LLC (Assoc. Management)

Michael Stalnaker*

Standing and Convention Committee Chairs/Co-Chairs Present:

Gloria McCurry, Chair, Awards; Michael Chappell, Chair, Legislative; Mary-Kathryn Craft, Co-Chair, Program; Betsy Crick, Co-Chair, Program; Jan Cooke, Co-Chair, Convention Coordinators; Donna Culbreath, Co-Chair, Winter Conference

Other Attendees/Visitors/Guests:

President Katy Wynne called the April meeting to order and recognized Jan Cooke, proxy for Richard Funderburk, Association Parliamentarian, to establish a quorum.

Minutes: A motion to accept the March minutes as written was made by Otis Outing and seconded by Dennis Thompson. Motion passed.

GOVERNING COUNCIL OFFICER REPORTS

Treasurer's Report: Yolanda Kennedy submitted the following report:

Income and Expense Report

For the report period January 1 ó April 23, 2009 ó Income of \$50,777.44 and Expenses of \$14,500.23 for an ending balance of \$ 36,277.21. This includes \$29,728.00 Kellogg Grant.

Balance Sheet

Total Assets - \$158,147.98

Total Liabilities - \$92,182.89

Equity - \$65,965.09

Kellogg Grant

Income ó \$29,728.00

Expenses ó \$1,186.70 (\$861-PH Month; 325.70-VP Travel)

Balance \$28,541.30

Association Management Company Update/Executive Director's Report: Michael Stalnaker reported the following:

Membership:

- SCPHA's current membership count is 402.
- 82 renewal invoices to be sent out to individuals coming due within the next 90 days
- 24 renewals were confirmed with membership cards since March 27, 2009.
- 5 new members since March 27, 2009
- A list of individuals whose membership has expired for more than 120 days has been provided to the President and section chairs for follow up contact. There were 2 names on this list.
- A listing of sectional membership with totals for each section will be generated and sent to the membership committee chair.
- A current membership listing will be sent as an MS Excel file to each section chair.

Financial:

- Recorded deposits and responded to check requests from external accounts and internal customers
- Generated monthly financial reports
- Updated budget information has been entered into QuickBooks and appears on current financial reports.

General Support:

- Annual Meeting Registration table has been set up and data entry has begun. Beginning next week, confirmations will be sent approximately weekly to attendees.
- Donations of gift cards/certificates, etc., continue to be received for the Silent Auction Committee from businesses. These items are being periodically picked up by the Silent Auction Committee.
- Blast e-mails sent promoting annual meeting.
- QC staff entered and updated membership changes, renewals, etc. Generated and mailed invoices for dues, renewal acknowledgement letters and new member packets.
- Responded to questions and requests from general membership by e-mail and phone.

President's Report: President Katy Wynne reported on the following items of business:

- **Kellogg Grant:** At this year's annual meeting, grant funds will be used to support all Continuing Education activities and most speakers, except for those being supported with Public Health Preparedness funds. The Website Design Team will meet with the website designer, Brandi Burkett Dixon, immediately following today's Governing Council meeting.
- **Partnership Letter of Support to SC Trucking Association:** Upon getting E-mail vote approval from Governing Council members, Katy prepared a letter of support from SCPHA for the SC Trucking Association to attach with their grant application to the federal EPA to reduce diesel emissions with truck retrofits and replacements using EPA verified/certified "green" technologies. A copy of this letter is attached to the minutes.
- **APHA Technical Assistance Training:** President-Elect Dennis Thompson and Vice President Blake Faulkenberry will represent SCPHA at this training on May 28-30 in Arlington, VA. Attendance by Kellogg Grantees is required; therefore, Blake will represent Katy as the Kellogg Grant Manager designee in her absence.

President Elect's Report: Dennis Thompson reported the following:

- Work continues with the vendor on the SCPHA web store; hope to have it up by the Annual Meeting or before, as well as have a computer set-up to view items available.
- There were six applicants for the Public Health scholarship and seven applicants for the Danzler scholarship. The committee has reviewed applicants and close to making a final selection.
- The golf committee is scheduled to meet via conference call next Tuesday. The location/date/time have been set. Tuesday's focus will be on sponsors.

Vice President's Report: On behalf of Blake Faulkenberry, Katy Wynne reported the following:

The Public Health Month kick-off event was wonderful event. The committee was commended for their hard work in planning the event. There were approximately 60/65 people in attendance. The location and day were beautiful. Music was provided by the Pelion High School Honors Orchestra. Comments were provided by Commissioner Earl Hunter, SC DHEC, and Dr. Lisa Waddell, Deputy Commission for Health Services. Commissioner Hunter also read a Proclamation from Governor Mark Sanford for Public Health Month. M.L. Tanner presented on healthy homes and the Home Depot provided activities for the children in attendance.

There were extra handouts from the kick-off event that will be available for distribution at the Annual Meeting.

Secretary's Update: Leah Dorman reminded every two reports will be due in May. The first report will be for the regular Governing Council meeting scheduled for 10:00 am on Friday, May 15, 2009 at the Heritage Building. This report will be just like what is normally sent in each month with updates since the last Governing Council meeting.

The second report will be for the Annual Business Meeting scheduled for 11:45 am on Wednesday, May 20, 2009 at Springmaid Beach. This report will be a collective update to the membership as to what sections and/or committees have done over the past year (July 1, 2008 to present).

Electronic copies of both reports are due by the close of business on Friday, May 8, 2009. This will allow time to prepare for Governing Council, as well as assemble and copy items for the Business Meeting. If electronic copies of reports are not received by the deadline, it will be the responsibility of the section/committee chair to bring 125 copies for distribution to the beach.

Members-at-Large: Lillie Hall reported the Members-at-Large continue to work on their respective committees, finalizing activities as needed for the Annual Meeting. She also said the group had submitted the necessary nominations to the Awards Committee.

ASSOCIATION REPORTS

American Public Health Association Representative: No report.

Southern Health Association Representative: On behalf of Richard Funderburk, Jan Cooke reminded everyone of the Southern Health Association Annual Meeting in conjunction with the Florida Public Health Association Annual Meeting will August 4-7, 2009 in West Palm Beach, Florida. FPHA is currently experiencing budget cuts like we have had in South Carolina, as well as the travel and reimbursement restrictions. They are expecting a lower attendance than normal. Also as a reminder, the South Carolina delegation will be putting together a SC theme basket to be auctioned off at the Silent Auction in Florida. If you would like to make a contribution toward the basket, please have your donation to Richard by June. We are looking for anything related to our state, and specifically, items made in our state. We will be putting the basket together and sending it to Florida.

SECTION REPORTS

Alcohol, Tobacco & Other Drugs: As reported for Leslie Hipp by Leah Dorman:

- Debee Early represented the ATOD section in the Spring conference and exhibited materials.
- Section members Leslie Hipp and Debee Early have discussed support for the section at various meetings and with BHSA directors.
- Financial support and planning for the Alternative Celebration was confirmed this month.

Disease Control: No Report.

Environmental Health: No report.

Health Administration: Mike Turner reported the section met on April 24, 2009. A brief update was given for the Annual Conference and the speaker for 2009 will be Doug Bryant. The Nutrition section will be joining us during this time. An update of the golf tournament to be held in September was given. Turtle papers needed to be turned in at the GC meeting. We will be collecting items for Women's Shelter and Harvest Hope during the month of May. Anyone needing a list of those items may contact me.

The following officers were elected for the upcoming year: (2009-2010)

Chair: Colleen Donovan
Chair-Elect/Vice Chair: Jackie Watson
Secretary: Beverly Brandt
Members-at-Large: Alana Staley (1st year); Vivian Baxter (1st year)

During the Annual Conference, the Health Administration Section Meeting will take place on Wednesday, May 20 from 3:45-5:00 pm.

All Section members and other interested persons are invited to attend this informative presentation.

Health Education: Meredith St. Louis reported the section met on April 8th. They discussed nominations for section officers. They will be joining the social work section during the section meetings at the beach. They have also been brainstorming recruitment activity and focusing on students/ recent graduates.

Health & Human Services: No report.

Management Support: Leah Dorman reported the following:

The Management Support Section met on March 27, 2009 with eight members present. In conjunction with Public Health Month, our April community service projects consisted of donating items to Habitat for Humanity, as well as sponsoring our annual ice cream party for the residents of Hannah House on April 17.

Our section continues with the collection of toiletry items. SCPHA members will be asked to bring any items collected throughout the year to the beach and give to a section member. Upon return from the beach, we will bag these items and get them ready for delivery of our next batch.

We have completed the election of section officers for 2009-2010 and the results will be announced at our next meeting, which is scheduled for this afternoon, April 14, 2009 at 2:00 in N-400B of the Mills/Jarrett Building. We will also be discussing general section business, Governing Council updates, and finalizing plans for our meeting at the beach.

Nutrition: No report.

Public Health Nursing: Leanne Bailey reported the following:

- The Annual Children's Book Drive continues through May. Collection boxes are located in DHEC buildings. Donations will go to health region offices for waiting rooms, shelter boxes, etc.
- Planning for a Public Health Nursing Update sponsored by Nursing Section continues with the DHEC Office of Public Health Nursing. No date scheduled yet.
- Next Nursing Section meeting will be May 20th during the SCPHA Annual Convention. Brenda Martin, RN will be presenting on the Nurse Practice Act.

Social Work: Jim Allen reported the section will be meeting prior to the Annual Meeting to confirm the slate of officers.

STANDING COMMITTEE REPORTS

Awards: Gloria McCurry reported the following:

The awards committee has reviewed the nominations. At least one nomination for each of the awards was received with the exception of the J. Michael Suber Media Excellence Award. Since one or more persons who were nominated may be present today, we would therefore prefer not to reveal the names at this time. The plaques will be ordered upon your approval today.

I will begin typing the awards book this weekend. However, I am still waiting on information with regards to scholarships, abstracts, legislature of the year and president's awards. It is my hope to have this completed within the next two weeks ready for printing.

I will have information by May 15 as to whether the nominee will be present at the awards banquet and how many guests we can expect and the person who will be presenting the award.

Constitution and Bylaws: Otis Outing reported the committee has been communicating via e-mail. They are still in the process of developing procedures to address form 990 governance policies covering conflict of interest, whistleblower, retention, and joint venture policies as they apply to SCPHA.

Currently they are reviewing procedures to address retention. This has been a time consuming since process since SCPHA has no retention guidelines process in place. They have found some guidelines on the Internet from various CPA firms as they relate to IRS guidelines on retention. A review of those suggested guidelines will be performed and determination made if they are applicable to SCPHA.

Continuing Education: Mary-Kathryn Craft reported the committee has been working with AHEC and other organizations for approval of continuing education. AHEC has approved 19.5 hours of continuing education for the Annual Meeting. A status list of approvals for continuing education will be placed on the SCPHA website.

Finance: No report.

Fiscal Review: No report.

Futures: No report.

Legislative: Michael Chappell reported the following:

For the Douglas E. Bryant Legislator of the Year Award, the recommendation from the Legislative Committee is to recognize Senator Ralph Anderson and Representative Gilda Cobb-Hunter to receive the LOY Award.

Senator Ralph Anderson was elected to the South Carolina Senate for District y, Greenville County in 1996 after serving five years in the House of Representatives. Senator Anderson has always had a strong passion for public service and helping the community. He has been recognized many times for his achievements. Sen. Anderson has sponsored and co-sponsored many bills that have had a tremendous impact on South Carolina. Among the bills, he was primary sponsor for:

- **Senate Bill 481:** the tissue donor program at the Department of Corrections
- **Senate Bill 1318:** Hospital Infection Disclosure Act that has the potential to significantly reduce death and disabilities from health care acquired infections.

Through his vision, S.C. is one of the leaders in the movement all across the United States to disclose hospital infections rates to the public. Senator Anderson strongly supported promotion on influenza immunization in our state and strongly supports the cigarette tax and the adult immunization program. He is an effective champion for the health of all South Carolinians.

Representative Cobb-Hunter was elected to the House of Representative for District 66 in the year of 1992. She has been an advocate for social change, strengthening laws with issues of violence with families and a strong passion for eliminating disparities in health. She has worked on the national and state levels on a variety of progressive issues aimed at making communities a better place to live. Representative Cobb-Hunter has sponsored and supported numerous bills while serving in the House of Representatives. Among the many bills, she was primary sponsor:

- **Primary Sponsor:** Bill to require facilities that sell tobacco products, shall keep tobacco products behind a counter to limit access.
- **Primary Sponsor:** Bill to create breast cancer awareness license plates
- **Primary Sponsor:** Bill to require students participating in school sponsored athletics to receive an electrocardiogram test and require physician to clear student to participate.
- **Primary Sponsor:** Bill to develop a chronic kidney disease task force to develop a plan to educate the public and health care professionals about early screening, diagnosis and treatment.

Through her leadership, 750 million dollar bond initiative was passed to build new schools and to establish the State Children Health Insurance Program (SCHIP) to provide coverage to thousands of South Carolina's most needy children. She is an innovative and dynamic leader and champion for the people and is honored to represent.

Legislative Update:

Cigarette Tax Bill is currently in the Senate Finance Committee. With the shortened session tentatively scheduled to end May 23, the emphasis will be on the budget and it is unlikely that the bill will pass during this session.

On a motion from the Legislative Committee, Governing Council voted unanimously to accept their two recommendations for the 2009 Douglas E. Bryant Legislator of the Year Award recipients of South Carolina House of Representatives member, The Honorable Gilda Cobb-Hunter from Orangeburg and South Carolina Senate member, The Honorable Ralph Anderson from Greenville.

Membership: No report.

Nominations: Due to Lillie Hall's nomination of President-elect, she has stepped down as chair of the Nominations Committee. Keisha Adams and Sonya Bayone were appointed by President Wynne to serve as Co-Chairs of the committee. The current slate of nominees for Governing Council for 2009-2010 are as follows:

President-elect: Lillie Hall

Vice President: Brenda Martin and Michael Turner

Secretary: Gloria McCurry and Tammy Thomasson

Member-at-Large: Mary-Kathryn Craft, Leah Dorman, and Mary Haywood

On a motion from the Nominating Committee, Governing Council voted unanimously to proceed with the elections for all offices except for President-elect with the current slate of nominees. In accordance with our By-laws, we shall have two nominees on the ballot for President-elect. Currently, there is one nominee for the office. Members will continue to seek individuals to run for this office, with a special election will be held in May/June.

Past Presidents' Advisory: No report.

Program: Mary-Kathryn Craft reported the following:

The Program Committee Chairs met April 15 to review some unresolved issues and wanted to make sure all the appropriate people had the necessary information. We have agreed to take on some responsibilities that do not normally fall to the program committee, but have done so knowing that this is an unusual year and we must all pick up in areas where others are not available. We hope that you are satisfied with our progress and hope that this will be a dynamic program and memorable year. If there are outstanding issues that you need a response on, please advise as soon as possible. We will be meeting again prior to the May 7 meeting.

- The Program Committee has reviewed the first draft of the convention program booklet, and has coordinated all edits with the Art Department.
- The Art Department has agreed to make our keynote speaker signs at no charge, as well as signs with the meeting schedule. We will be making our own signs for breakouts, concurrent and section meetings. Therefore, we will not be ordering any signs from any outside vendors. (Dennis: Thank you for offering, but we will not be bugging you.)
- All committees have been previously instructed by Convention Coordinators to order any signs needed, so the Program Committee will be responsible only for its own signs concerning speakers and meetings, not other events, such as Registration, Silent Auctions, etc.
- A speakers list will be prepared and forwarded to the Registration Chair. The list will indicate who needs tickets for the Awards Banquet. If a particular speaker needs transportation to/from Airport, the Program Committee will accommodate those needs. Please advise if other information is needed concerning speakers.
- The Program Committee will prepare the moderator/introduction packets for those moderating/introducing various speakers. They will be delivered to the Registration Chair on Monday afternoon at the beach. Some of these packets will include the moderator/introducer directions, sign-in sheets (blue and white), time remaining signs, and speaker bios. Program Chairs will coordinate/assure that these packets get to each session and collected, as appropriate. Keynote speaker bios will be provided to the Registration Chair for inclusion in the packet of the person responsible for the introduction. The Program Chairs will be responsible for assuring that sign-in sheets, etc. are distributed/collected for each break-out and all general sessions, as well as reminding keynotes about time-frames (holding up signs in back: 10 minutes remaining, etc). Sign-in sheets will be given to each section for section meetings; however, section chairs will be responsible for returning the sign-in sheets to a program co-chair or a designated space at the Continuing Education Table. Note: Donna Culbreath with PHP will coordinate with Registration chair concerning the sign-in sheets required for the PHP sessions.
- The Program Committee will be responsible for copying all speaker handouts that are received no later than May 1, as indicated on the speaker form.
- The Program Committee will be responsible for copying all CEU certificates for CE Committee.
- The Program Committee will be responsible for preparing all documents for any necessary speaker reimbursement (mileage, honorarium, etc.) and channeling through appropriate persons.
- The Program Committee Chairs are next scheduled to meet on Monday, April 27.

Public Health Month: See Vice President's report.

Public Information: A newsletter will go out in June so that information from the Annual Meeting may be included. A deadline date of June 5 has been set for submission of items. This will be followed with a newsletter in late summer/early fall.

Resolutions: Lavell Thornton reported the committee is working on a resolution pertaining to climate change. She shared a flier with Governing Council that lists facts on climate change and the impact on public health. The committee will draft a resolution and e-mail it to Governing Council for electronic voting. The resolution will advocate for policy to respond to climate change and its impact on public health.

Scholarships: See President-elect's report.

CONVENTION COMMITTEE REPORTS

Convention Coordinators: Jan Cooke reported the coordinators will meet on May 7 at 10:00 AM on the 4th floor of 1800 St. Julian Place, Columbia, SC. There was not a meeting on April 16.

All available members are invited to a stuffing party on May 13 from 2:00 until 5:00 in the 2nd floor conference room of the Sims/Aycock Building.

All available members are needed to help set-up on Monday, May 18 at the beach.

In lieu of meals being provided this year, breaks will be enhanced. The times will be listed in the program.

Contributed Papers: No report.

Early Bird/President's Reception: No report.

Entertainment: No report.

Exhibits: If you know of a potential vendor, please contact Verna Faust or one of the Convention Coordinators.

Marshals and Pages: If you are able to assist with Marshals and Pages this year, please see Jan.

Properties: No report.

Registration: No report.

SPECIAL COMMITTEE REPORTS

Winter Conference: The committee is looking at a Fall conference and working with Chronic Disease for funding on a physical activity themed meeting.

Silent Auction: The committee is still accepting items. See Phillipine if you are interested. They will be raffling off a framed Griff print and a Clemson autographed football. The committee is working on securing a signed baseball from USC.

Invitations: No report.

Golf Tournament: See President-elect's report.

Old Business: A reminder to turn in turtle papers (sold and unsold) today to Jan.

New Business: None

NEXT MEETING DATE: MAY 15, 2009 at 10:00 A.M. in the 1st floor conference room, Heritage Building, Columbia, SC.

With no further business, the meeting was adjourned at 12:20 PM.

Respectfully submitted,

Leah B. Dorman, Secretary