



*South Carolina Public Health Association
Governing Council Meeting*

**Consent Agenda
Document for Review**

January 27, 2012 – 10:00 a.m.

DHEC Mills/Jarrett Complex, Conference Room N-200, 1751 Calhoun Street, Columbia, SC 29201

Agenda for January



South Carolina Public Health Association Governing Council Meeting January 27, 2012 – 10:00 a.m.

DHEC Mills/Jarrett Complex, Conference Room N-200, 1751 Calhoun Street, Columbia, SC 29201

Agenda

- I. Call to Order
- II. Quorum Established (22 voting members / ≥ 12 = Quorum)
- III. Welcome / Introductions / Recognition of Guests
- IV. Consent Agenda
 - a) Approval of Minutes (*June Meeting*)
 - b) Association Administrative Report
 - c)
 - d) Section Reports
 - Alcohol, Tobacco and Other Drugs (ATOD)
 - Disease Control
 - Environmental Health
 - Health Administration
 - Health Education
 - Health and Human Services
 - Management Support
 - Nutrition
 - Public Health Nursing
 - Social Work
 - Student Forum
 - e) Committee Reports
 - Standing Committees
 - Awards
 - Constitution and Bylaws
 - Continuing Education
 - Contributed Papers
 - Finance
 - Fiscal Review
 - Futures
 - Legislative
 - Membership
 - Nominating
 - Past President's Advisory
 - Public Health Month
 - Public Information
 - Resolutions
 - Scholarships
 - Sponsorships
 - Special and Ad Hoc Committees
 - Golf Tournament
 - Invitations
 - Fitness Challenge
 - Silent Auction
 - Winter Conference Report
 - f) Convention / Conference Reports
 - Early Bird Reception

Larry White, *President*
Richard Funderburk, *Parliamentarian*
Larry White, *President*
Larry White, *President*
Larry White, *President*
Jan Cooke, *Administrative Coordinator*
Lillie Hall, *Immediate Past President*

Randy Cole, *Chair*

Ronald Walker, *Chair*

Jan Cooke, *Chair*

Lorriane Dillon, *Chair*

Chair

Tammy Thomasson, *Chair*

Karla Beckwith, *Chair*

Carolane Bagnol, *Chair*

Mary Haywood, *Chair*

Committee Chairs

Committee Chairs / Representatives

- Entertainment
- Exhibits
- Marshals and Pages
- Properties
- Registration
- Turtle Race

V. Treasurer's Report

Blake Faulkenberry, *Treasurer*

VI. President's Report / Items of Current Business

Larry White, *President*

VII. Executive Officers' Reports

- President-Elect
- Vice President
- Members-at-Large

Vicki Blair, *President-Elect*

Leah Dorman, *Vice President*

Sue Ferguson, Leanne Bailey, Michelle Myer, & Tammy Thomasson

M-at-L Representatives

Lillie Hall, *Immediate Past President*

- Immediate Past President

VII. Affiliate Representatives' Reports

- American Public Health Association
- Southern Health Association

Priscilla White, *APHA ARGC*

Richard Funderburk, *SHA Representative*

IX. Old Business

X. New Business

XI. Convention / Conference Reports

- Annual Convention Report
- Program Committee

Jan Cooke, *Lead Co-Coordinator*

Otis Outing, *Co-Chair*

XII. Announcements

XIII. Adjourn

NEXT MEETING: FEBRUARY 24, 2012

**DHEC MILLS/JARRETT BUILDING, CONFERENCE ROOM N-200, 1751 CALHOUN STREET, COLUMBIA, SC
29201**

Minutes from November



SOUTH CAROLINA PUBLIC HEALTH ASSOCIATION GOVERNING COUNCIL MEETING

President, Larry White opened the **November 18, 2011** meeting of the Governing Council (GC) of the South Carolina Public Health Association. The meeting was held at 10:00 a.m., Conference Room N-200, DHEC, Mills/Jarrett Complex, 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)

Larry White*	President
Vicki Blair*	President-Elect
Lillie Hall*	Immediate Past President
Leah Dorman*	Vice President
Gloria McCurry*	Secretary
Blake Faulkenberry*	Treasurer
Sue Ferguson	Member-at-Large (<i>Year 2 of 2</i>)
Leanne Bailey	Member-at-Large (<i>Year 2 of 2</i>)
Michelle Myer*	Member-at Large (<i>Year 1 of 2</i>)
Tammy Thomasson*	Member-at Large (<i>Year 1 of 2</i>)

Section Chairpersons (10)

Randy Cole	Alcohol, Tobacco & Other Drugs
Vacant	Disease Control
Ronald Walker	Environmental Health
Jan Cooke*	Health Administration
Lorraine Dillon*	Health Education
Vacant	Health & Human Services
Tammy Thomasson*	Management Support
Karla Beckwith*	Nutrition
Carolane Bagnal*	Public Health Nursing
Mary Haywood*	Social Work

Association Representatives (2)

Priscilla White* – APHA
Richard Funderburk* – SHA & Parliamentarian

Association Administrative Management)

Jan Cooke*

Student Forum

Danielle Center*

Standing and Convention Committee Chairs/Co-Chairs and Others Present:

Gloria McCurry, Awards & Public Information Committee's; Jan Cooke, Convention Coordinators. Lavell Thornton, Resolutions. Larry White, President called the November Governing Council Meeting to order at 10:08 a.m.. President White welcomed everyone. The Association Secretary, Richard Funderburk established a quorum.

Consent Agenda: The consent agenda was e-mailed out to Governing Council members on November 16, 2011 for review prior to today's meeting. President Larry White asked if there were any items listed on the consent agenda that needed to be moved to the regular agenda for later discussion. Therefore, the following requested their items be moved to the regular agenda: Richard Funderburk, Golf Tournament Committee. Blake Faulkenberry made a motion to accept the Consent Agenda as written and Jan Cooke seconded. With no further requests or objections the minutes were adopted.

GOVERNING COUNCIL OFFICER REPORTS

Treasurer's Report: As reported by Blake Faulkenberry:

MONTH ENDING October, 2011

Income and Expense Report

For the report period January through October, 2011:

Income - \$64,303.00

Expenses - \$63,566.00

Net Income – \$737.00

Balance Sheet

For the report period January through October, 2011:

Total Assets – \$108,497.00

Current Liabilities – \$89,704.00

Equity – \$18,793.00

Membership Dues received through October, 2011 – \$7,571.00

Association Administrative Management Report: Jan Cooke reported:
See Consent Agenda

President's Report: Larry White reported:

- Jan Cooke will write an article regarding Pay Pal for the newsletter.
- Sections need to change their information on their sites on the listserv.
- Winter Conference – Reid Chapel AME, January 31st
- A special thank you to the Golf Committee for a job well done.
- Thanks to Leah Dorman for printing out the business cards for the Governing Council.
- The student forum – sponsoring a family pot luck – Wednesday, November 30th at 7:00 p.m. in the old Health Science Building – corner of Green and Sumter.

President Elect's Report: Vicki Blair reported:

Vicki gave an update on Sue Ferguson.

Vice President's Report: Leah Dorman reported:

USC office of Public Health Practice will co-sponsor Public Health Month. "A Healthier America Begins Today Join the Movement" 1DHealth4me@yahoo.com

Immediate Past President: Lillie Hall reported:

She reviewed the survey.

Members-at-Large: See Consent Agenda

American Public Health Association Representative: Lavell Thornton reported for Priscilla White:

Priscilla White will have a full report at our next meeting. Their were approximately 13,000 at the conference.

Southern Health Association Representative: Richard Funderburk reported:

Southern Health will be meeting in Louisville, Kentucky March 27 – 30, 2012 prior to our annual meeting in May.

Old Business:

New Business:

Lavell Thornton mentioned that the Health Education Section is collecting food items

Carolane Bagnal mentioned that the Nursing Section is collecting items for Camp Burnt Gin

SECTION REPORTS

Alcohol, Tobacco & Other Drugs: See Consent Agenda

Disease Control: See Consent Agenda

Environmental Health: See Consent Agenda

Health Administration: See Consent Agenda

Health Education: See Consent Agenda

Health & Human Services: See Consent Agenda

Management Support: See Consent Agenda

Nutrition: See Consent Agenda

Public Health Nursing: See Consent Agenda

Social Work: See Consent Agenda

Student Forum: See Consent Agenda

STANDING COMMITTEE REPORTS

Awards: See Consent Agenda

Constitution and Bylaws: See Consent Agenda

Continuing Education: See Consent Agenda

Finance: Blake Faulkenberry reported:

Blake handed out copies of the amended proposed budget for 2012. Motion to accept the budget as amended by Jan Cooke and Seconded by Vicki Blair. With no further requests or objections the budget was adopted.

Fiscal Review: See Consent Agenda

Futures: See Consent Agenda

Legislative: See Consent Agenda

Membership: See Consent Agenda

Nominations: See Consent Agenda

Past Presidents' Advisory: See Consent Agenda

Program: See Consent Agenda

Public Health Month: See Consent Agenda

Public Information: See Consent Agenda

Resolutions: See Consent Agenda

Scholarships: See Consent Agenda

Sponsorships: See Consent Agenda

CONVENTION COMMITTEE REPORTS

Convention Coordinators: Jan Cooke reported:

Their will be a conference call on November 29 at 1:00 p.m.

Contributed Papers: See Consent Agenda

Early Bird / President's Reception: See Consent Agenda

Entertainment: See Consent Agenda

Exhibits: See Consent Agenda

Marshals and Pages: See Consent Agenda

Properties: See Consent Agenda

Registration: See Consent Agenda

SPECIAL COMMITTEE REPORTS

Winter Conference: See Consent Agenda

Silent Auction: See Consent Agenda

Turtle Race: See Consent Agenda

Invitations: See Consent Agenda

Golf Tournament: Richard Funderburk reported:

They had a total of 34 golfers with a gross income of \$4,375; expenses of \$2,426.00 with a net of \$1,949.00.

Fitness Challenge: See Consent Agenda

SCPHA Webpage

NEXT MEETING DATE: FEBUARY 24, 2012 AT 10:00 AM IN CONFERENCE ROOM N-200 IN THE DHEC MILLS/JARRETT BUILDING, 1751 CALHOUN STREET, Columbia, SC.

With no further business, the meeting was adjourned at 11:55 a.m.

Respectfully submitted,

Gloria A. McCurry, Secretary

Reports January

Members-at-Large

Association Administrative Report (Jan Cooke, Administrative Coordinator)

Due to an unexpected surgery and complications that followed, I did not work many hours during the month of December. Much of the new year has been spent catching up on correspondence and inquiries, and processing memberships.

Members were contacted regarding the status of their membership and dues, which had been received. Upon being released from the surgeon, I offered responses to inquiries and assisted the President as needed. The Post Office Box is again being checked routinely.

Five deposits were made in December and two followed in January. Several invoices were processed through Bill.com. Information was passed to the Accountant in a timely manner. There were six new memberships & seven renewals processed.

I continued to work with the Treasurer and Accountant in preparation for sending renewal notices to all outside accounts. These agreements were sent to all but 2 accounts. The Treasurer will make a report regarding the status of these accounts at Governing Council.

Invoices and deposits from the WIC conference were processed in December. Supplies for the association exhibit were provided for the WIC conference and will be given to the Committee Chair for the Winter Conference.

In the coming weeks, I will coordinate distribution of donation letters for 2011 tax purposes with the Accountant. Also, I will start the process of ordering supplies and other materials for registration and related activities for the annual meeting.

SECTION REPORTS

Alcohol, Tobacco & Other Drugs (Randy Cole)

No Report

Disease Control (vacant)

No Report

Environmental Health (Ronald Walker)

No Report

Health Administration (Jan Cooke)

No Report

Health Education (Lorraine Dillon)

No Report

Health & Human Services (---)

No Report

Management Support (Tammy Thomasson)

The MSS chose the USO Lounge at the Columbia Airport as our Holiday project. With thousands of service members as well as their families cycling through the USO there is always a need for water and snacks. With money raised and personal donations we donated bottled water, fresh fruit and other individual snacks to the USO in time for their Christmas rush. A huge Thank You to Leah Dorman and Donna Culbreath for purchasing all the items for donation and Donna (who also volunteers there herself) for delivering them for us. This was a wonderful project for the section to undertake and per a letter from the USO it was very much appreciated.

I encourage section members to be thinking about a Chair-Elect for the coming year and we also need to think about section member(s) to nominate for the Ann Owens award which will be given at the annual meeting in May.

Nutrition (Karla Beckwith)
No Report

Public Health Nursing (Carolane Bagnal)

The Nursing Section met on January 12, 2010 at 12 noon at the RCHD. The minutes have not been finalized yet as the secretary was unable to attend due to a previous training. In attendance were Chair, Carolane Bagnal, Vice Chair, Marcy Hall, Member at Large, Marie Knight via conference call, Sandra Tucker, and Michelle Myer via conference call.

Welcome and Introductions and minutes from the October meeting were read and approved.

Winter Conference plans were discussed and the Nursing Section will be a vendor and have a poster presentation; as well as membership applications for those joining the section as a new or returning member. Door prize drawing for anyone joining the nursing section at the Winter Conference will be also drawn. The section will have a Camp Burnt Gin collection box at the conference to help get their service project started for the year. Several nurses will be present to assist at the Winter Conference. The Nursing Section courtesy of Marcy Hall and Carolane Bagnal will be donating 2 cases of bottled water. The section will also be donating 2 door prizes for the general event courtesy of Marie Knight and Carolane Bagnal.

Feb. 2012 Membership Nursing Section Drop In planned - date to be announced and invitation sent out to all. All attending or calling me or sending e-mail with proof of sign up and joining the nursing section that day or by the end of Feb. 2012 will have a chance to win a Starbucks Gift Pack.

Camp Burnt Gin Service Project. We plan to have collection boxes at many of the outlying clinic sites and offices across the DHEC Regions. Working on volunteers now at the various sites to set up boxes and spread the word regarding the Wish List items we need to collect.

Michelle Myer, RN and member will be out section speaker at the annual conference in May 2012. She will announce details on her presentation after she has thought about her topic more. She will also be presenting as a speaker at one of the concurrent sessions.

Next section meeting is scheduled for March 2012. Definite date to be

announced, and sent out via e-mail. This is just an overview as the detailed minutes are not available at this time.

Social Work (Mary Haywood)
No Report

Student Forum (Danielle Center)
No Report

COMMITTEE REPORTS

Standing Committees:

Awards (Gloria McCurry)

The South Carolina Public Health Association (SCPHA) Awards Committee is now accepting applications for awards for consideration, which will be presented during the 2012 Annual Meeting in Myrtle Beach. Please be sure that you read carefully the SCPHA Awards Nomination eligibility requirements for each award. A deadline of March 30, 2012 has been established for receipt of nominations for SCPHA Awards. The nomination form and eligibility requirements will be updated on the SCPHA website at <http://www.scpa.com>

Should you desire additional information or have questions, please contact Gloria McCurry, Awards Chair, at mccurrga@dhec.sc.gov.

Constitution and Bylaws (Lillie Hall)
No Report

Continuing Education (Suzanne Sanders)
No Report

Finance (Blake Faulkenberry/Yolanda Kennedy)
No Report

Fiscal Review
No Report

Futures (Vicki Blair)
No Report

Legislative (Michael Chappell/Vivian Baxter)
No Report

Membership (Priscilla White)
No Report

Nominating
No Report

Past President's Advisory (Lillie Hall)
No Report

Program (Otis Outing)
No Report

Public Health Month (Leah Dorman)
See Vice President's Report

Public Information (Gloria McCurry)
The deadline for the Winter Newsletter has been extended to February 2nd.

Please be sure that if you are submitting pictures that the setting is on high resolutions and that you identify the persons in each picture. Guidelines for preparing your articles or announcements for submission and deadlines can be found on the SCPHA website at <http://www.scpha.com>

Resolutions (Lavell Thornton)
No Report

Scholarships (Vicki Blair)
No Report

Sponsorships (Mary Fechtel/Lillie Hall)
No Report

CONVENTION COMMITTEE REPORTS

Convention Coordinators (Jan Cooke)
No Report

Registration (Lorraine Glover/Johnese Bostic)
No Report

Contributed Papers (Judy Alexander & Miriam Evans)
The chairs are working on a manual of committee activities that can be passed as the chair changes. This manual will include samples of emails, calendars, and forms used each year to prepare for the Contributed Papers Session at the Annual Conference. The Abstracts for the 2012 conference are due February 3, 2012. Please encourage students to submit abstracts this year.

Early Bird Reception (Jill Varn/David Thomas/Wesley Bolding)
No Report

Entertainment (Shanna Woodbury/Eddie Tisdale-Castle)
No Report

Exhibits (Leah Dorman/Leanne Bailey/Pat Kell)
No Report

Marshals and Pages
No Report

Properties (Andrew Rutland/Tammy Thomasson)
No Report

SPECIAL COMMITTEE REPORTS

Winter Conference (Lorraine Dillon)
No Report

Silent Auction
No Report

Invitations (--)
No Report

Golf Tournament (Richard Funderburk/Leah Dorman)
No Report

SCPHA Display Board
No Report