



COLORADO PUBLIC HEALTH ASSOCIATION

2009-2010 Annual Report



**Prepared for CPHA Annual Business Meeting
The Timbers Hotel – Denver, CO
September 10, 2010**

Table Of Contents

1. Letter From the President – page 3
2. 2009 Meeting Minutes – page 4
3. Secretary’s Report – page 10
4. Treasurer’s Report – page 15
5. Professional Education Committee Report – page 18
6. Membership Committee Report – page 19
7. Nominations Committee Report – page 20
8. PHNAC Affiliate Report – page 21
10. ARGC Report – page 22
11. APHA Committee Report – page 23



Dear CPHA Members,

It was been an exciting, fast, and very productive year at CPHA!

First, the Board worked to complete the goals and objectives of the APHA/Kellogg Capacity-Building Initiative Grant, which targeted building capacity of the Board of Directors. This is directly related to the need for strong leadership of the CPHA Board in determining the direction the organization will go in the future.

The next important task was to recruit and hire the first ever Executive Director for CPHA. The Board hired Patrick Sablich, an energetic young professional, who has experience in building capacity in non profit organizations. Patrick has done an outstanding job considering he has been on the job for only nine months. Patrick jumped into the waters of public health and has barely come up for air. He is quickly learning public health on the job. The Board also decided to support and fund Patrick to attend the RIHDL leadership program.

It is important to stay in tune with members and their needs, as CPHA is Colorado's public health member organization. Keeping this important tenant in mind, Patrick and I led the Board on a journey during the spring of examining just where we want to go in this fast changing world of public health. We discussed in detail our member's needs in terms of education, support, recruiting, and the very important area of mentoring the next generation of public health professionals in Colorado. A major decision was to focus on recruiting new members and enhancing the member experience.

Three major priorities were determined, with the first being the establishment of an agency membership, to be unveiled at this year's conference. The second was to move forward with the Ambassador Initiative and finally the Past President's Circle. We look forward to hearing your ideas at this year's conference related to advancing these priorities.

In addition, I supported the extraordinary effort that has been done by the Board and other members to prepare for the APHA Conference in Denver this November.

As my year as president draws to a close, I am very pleased to pass the baton over to Dr. Chris Urbina, as the next CPHA president and I look forward to his leadership in 2010/2011.

Sincerely,



Christine Nevin-Woods, D.O. M.P.H.
President, Colorado Public Health Association

COLORADO PUBLIC HEALTH ASSOCIATION (CPHA)
ANNUAL BUSINESS MEETING MINUTES
SEPTEMBER 29, 2009- 12:00PM-2:00PM

I. Meeting call to order – Tracey Maruyama

Tracey thanked members and attendees for investing in the Colorado Public Health Association, which allows offering the conference, supporting public health advocacy and other mission-related needs.

Tracey reviewed the highlights and accomplishments from the 2008-2009 year (a one page overview was presented to those in attendance). Tracey indicated that the CPHA board addressed the strategic plan in 2008 and conducted the following: engaged board members with an initial planning session in November 2008, updated the implementation plan, implemented the capacity-building grant (Kellogg Grant), reviewed the role and contract with Public Health Alliance. The CPHA board is thankful for the services provided by the Alliance, some issues were addressed over the course of the year for consistency with services and relationship between CPHA and the Alliance. Additionally, an analysis was implemented of the other APHA affiliates, as part of the capacity building grant to determine what has been successful with other affiliates.

Tracey then focused on activities related to the capacity-building grant. Tracey attended a training with the Metropolitan Group, supported by the capacity building grant. A key take-away was that board membership is key and is the “immediate family” to the association. Strategic planning also addressed the need for a potential paid staff person. Amber Leytem, a volunteer who is in the Master of Non Profit Management program at Regis, and Tracey met with an expert regarding non-profits and it was also indicated that board leadership is key with growing an association. An average board size is 17 people (CPHA currently has 12 members).

Tracey reviewed key highlights and accomplishments of the year including an updated logo and improved communications with the CPHA newsletter.

Tracey also reviewed the three parts to APHA Capacity-Building Grant: participating in the “Get Ready” Campaign, Organizational Development, and Leadership (Board). Technical assistance is provided related to the grant. Tracey indicated that the board sometimes works in silos and the historical process is often times lost with the vacating of the board positions. Therefore, a Board of Directors Handbook was developed. Tracey reviewed the highlights of the Handbook.

Tracey discussed consideration for a “Board Contract”; CPHA does have roles for the board, but has not had expectations in the past. The role of a board member is to raise funds and bring in funds to the Association. Tracey attended a training regarding the

role of fund-raising with the Board. Tracey reviewed the expectations of the Board and the contract.

Board members need to contribute with personal donations. Tracey discussed the role of raising funds and the need to build capacity related to raising funds. Also, it was indicated that it is important for our board members to contribute and for CPHA to be able to say that 100% of our board members contribute to the Association. It is important for Board members to want to contribute “an amount that is significant to them” and that it is an expectation of the Board to meet the mission.

Tracey reviewed the remaining aspects of the APHA Capacity Building Grant. She reviewed an example matrix of who should be on the board and a case statement that was developed to explain what CPHA is and what CPHA does.

Tracey reviewed that the board has been discussing having paid staff for many years. In the general fund, there are not the funds for a staff member; however some dollars can be used for staff in combination with funds from the final year of the capacity building grant. The eight most financially successful affiliates have Executive Directors. The CPHA board has determined that this is the prime opportunity to seek an Executive Director position. The position is not administrative, but a leadership position for board development. Expertise is available and ready to help related to the capacity-building grant.

A complete overview of the 2008-2009 board accomplishments will be available on the CPHA website.

II. Review/Approval of 2008 Annual Meeting Minutes review – Amy Dillon

MOTION to accept the 2008 CPHA Business Meeting Minutes by Jim Dale

SECOND by Steve Holloway

Discussion: NONE

Passed by unanimous vote

III. President’s Report-

Written report included in participant packets; Highlights from last year were disseminated. See above.

IV. Treasurer’s Report–Tracey Hardeman

MOTION to accept the Year-End Financial Statement by Amy Dillon

SECOND by Kathleen Matthews

Discussion: Tracey updated the attendees regarding utilizing the capacity-building funds for a part-time paid executive director. Tracey worked to get permission to utilize grant funds for the position.

Passed by unanimous vote

V. Reports from the Board of Directors:

APHA Affiliate Representative—Jim Dale

Jim updated the group about the role of the Affiliate Representatives. Jim Dale represents Colorado at the national level regarding policy efforts. Jim also provided a review of what has occurred over the past year. (See board report for details)

By-Laws and Organizational Policies —Chris Nevin-Woods

Chris indicated that no changes were made to the by-laws in the past year. CPHA in the future will utilize contracts instead of MOUs, and is investigating organizational membership. (See board report for details)

Professional Development Co-Chair- Kathleen Matthews

Kathleen reported that the Senior Chair of Professional Development resigned during the year and the entire planning committee stepped up and took on the role of the chair. Kathleen thanked the committee, along with Amanda and the Alliance for their work related to Uniting Public Health. Kathleen shared excitement about having the APHA 2010 Conference in Denver. Kathleen would like to focus next year on having a business meeting and awards, while supporting the APHA 2010 Conference. There will not be an annual Public Health in the Rockies Conference, due to the APHA Conference.

Membership— Lindsey Meyers

Lindsey thanked the group for their membership. Currently CPHA has 300-350 members, with room to grow. She asked the group to invite others to join CPHA. The written report included additional updates. Lindsey indicated that 2008-2009 has been a building year with brainstorming around how to look at membership and potential organizational membership. CPHA needs to do a better job of tracking information about our members and updating the database to be able to answer basic questions about the membership. New ideas and opportunities for thanking members were also considered this year.

Student membership- Update included in the packet. Reviewed at meeting by Tracey.

PHNAC Affiliate Reports—Rita Beam

The PHNAC update was included in the packet; Rita thanked CPHA and fellow CPHA members for support related to Public Health Nursing and the support of their winter conference. Rita was also thankful for the position on the CPHA board. Membership in both PHNAC and CPHA is important to keep a balanced perspective. PHNAC will be monitoring the thoughtful implementation of the

Public Health Act and support plan development for APHA being in Denver in 2010.

COSOPHE Affiliate Reports—Sondra Manske

Sondra indicated that the main task of COSOPHE is to promote excellence in public health education. Highlights from 2008-2009 included holding a number of COSOPHE trainings, which include CHES credits. Additionally, a training regarding cultural competency will be held in October. COSOPHE is working on increasing rural and “out of Denver” representation. COSOPHE is currently going through elections and the new board positions will start in October.

VI. Policy Update and presentation of resolutions – Dr. Lisa VanBramer and Jennifer Miles

Lisa indicated that one of the key benefits of CPHA is the work related to legislative priorities, with input from the membership via an annual survey. Highlights of the Public Policy work are outlined in the board documentation. Jennifer Miles reviewed some highlights from the last session and an overview is included in the packet. On 9/1, Governor Ritter implemented an executive order that impacted public health in Colorado. Cuts related to A35 and STEPP and CCPD were implemented. A number of organizations receive funding from these sources. There is an anticipated \$240 million in additional cuts that may be in effect by mid-October. Local Public Health per capita funding may remain safe; however A35 funds may not be safe.

Lisa indicated that an “Advocacy Training Committee” has been underway as a partnership between COSOPHE, PHNAC, RIHEL, and Public Health Alliance. There have been a number of positive opportunities related to discussions with representatives and other networking events.

Resolutions: Two resolutions were submitted. At the meeting, the resolutions were projected and reviewed by the membership.

1. Diabetes Self-Management Education/Training- Medicaid to reimburse nurses for education related to diabetes management

MOTION to adopt the Self-Management Education/Training resolution as proposed by Chris Rubin

SECOND by Rita Beam

Discussion: CO pharmacy association and diabetes association support this resolution and continue to advocate for the added benefit of education

Passed by majority vote

2. Require Healthy Home Inspection on resale- encouraging strict standards on home inspections prior to resale (e.g. mold, radon are not addressed at this time)

**MOTION to adopt the Healthy Home Inspection resolution as proposed by Rita Beam
SECOND by Kendra Mulch
No discussion
Passed by majority vote**

Public Health Alliance Report- Lisa VanRaemdonck

Lisa introduced the new Member Services Coordinator, Corine Waldau, who has been working with membership organizations for the last eight years. Lisa provided other updates about the work of the Alliance. The Alliance is welcoming new boards and new presidents and will begin legislative calls once the session starts.

Nominations and Election: Steve Holloway

Steve facilitated the election process and asked for a vote of the slate. The following individuals were voted into these board positions:

- **Amy Dillon- Secretary**
- **Jeff Zayach- Director of Public Policy**
- **Dana Abbey- Profession Education Director- Junior**
- **Chris Urbina- President Elect.**

Gavel presentation- Tracey passed to gavel to the new president- Chris Nevin-Woods

President's Remarks- Chris Nevin-Woods

Chris indicated that she will work to follow in the footsteps of the efforts that Tracey undertook in 2008-2009. It will be a challenge with the distance that will need to be travelled to Denver for meetings. Chris indicated that the work will continue to be a process and that work will need to be done a bit at a time.

Chris presented her five goals as the new President of CPHA:

1. Increase membership and build capacity (CPHA is the only organization that represents all that work in Public Health, not just governmental agencies)
2. Support APHA 2010
3. Continue strong legislative advocacy
4. Need to support Public Health Improvement Plan

5. Uniting Public Health in our state and community- help prepare new workforce and create competent workforce.

Chris reviewed her philosophy for leadership and indicated her thanks for ongoing support.

VII. Adjourn— Chris Nevin Woods at 2:22



Motions from September 2009-July 2010

September 2009- Business Meeting Motions (to be approved at 2010 Business Meeting)

MOTION to accept the 2008 CPHA Business Meeting Minutes by Jim Dale
SECOND by Steve Holloway
Discussion: NONE
Passed by unanimous vote

MOTION to accept the Year-End Financial Statement by Amy Dillon
SECOND by Kathleen Matthews
Discussion: Tracey updated the attendees regarding utilizing the capacity-building funds for a part-time paid executive director. Tracey worked to get permission to utilize grant funds for the position.
Passed by unanimous vote

MOTION to adopt the Diabetes Self-Management Education/Training resolution as proposed by Chris Rubin
SECOND by Rita Beam
Discussion: CO pharmacy association and diabetes association support this resolution and continue to advocate for the added benefit of education
Passed by majority vote

MOTION to adopt the Healthy Home Inspection resolution as proposed by Rita Beam
SECOND by Kendra Mulch
No discussion
Passed by majority vote

October 2009

MOTION by Tracey Hardeman to accept August 2009 Meeting Minutes
SECOND by Dana Abbey
No discussion
Passed by unanimous vote

November 2009

MOTION by Tracey Hardeman to accept October 2009 Meeting Minutes
SECOND by Kathleen Matthews
Tracey had one correction- the Kellogg Grant runs through Feb 2011, not Sept 2011
Passed by unanimous vote

January 2010

MOTION by Jeff Zayach to accept November 2009 Meeting Minutes
SECOND by Kathleen Matthews
Discussion: Tracey RM had three minor corrections which were updated in the minutes and will be posted on the Collaboration Room
Passed by unanimous vote

MOTION by Jim Dale to move forward with actively supporting the four legislative priorities outlined by the legislative committee
SECOND by Lindsey Myers

Discussion: Jim is concerned about a potential ballot initiative for November related to cuts in funding for local government. This issue will be addressed at a future meeting. Jim indicated that a primary seat belt law is important, but perhaps not the largest priority. Chris U. and Kathleen shared data to support a primary seat belt law. Other members supported this effort, as it keeps coming up each year and it may be of benefit to have it passed.
Passed by unanimous vote

MOTION by Jeff Zayach to move forward with CPHA being engaged in Public Health Day at the Capital- Second by Chris Nevin-Woods
Discussion: The legislative committee participated in a call regarding this event. There are many different perspectives on the Day at the Capital and the intended outcome. Jeff outlined the options with the intent for public health day at the capital and the role of CPHA. The legislative committee will work on this effort.
Passed by unanimous vote

MOTION to by Kathleen Matthews to proceed with funding the Alliance at the same level
SECOND by Tracey Hardeman
No additional discussion
Passed by unanimous vote

MOTION by Jim Dale to use the grant line item funds to work with Richard Male as a consultant on board development
Second by Jeff Zayach
No discussion
Passed by unanimous vote

February 2010

MOTION by Jim Dale to accept January 2010 Meeting Minutes
SECOND by Jeff Zayach
Discussion: None
Passed by unanimous vote

MOTION by Jim Dale to approve the February Treasurer Report
SECOND by Kathleen Matthews
Discussion: Tracey H was thanked for her efforts
Passed by unanimous vote

MOTION by Chris Urbina for CPHA to support HB1321
SECOND by Jim Dale
Discussion: None
Passed by unanimous vote

MOTION by Jeff Zayach to continue support of SB110
SECOND by Kathleen Matthews
Discussion: Jim indicated that this law may have issues with enforcement- however law enforcement can address this if children are moving around in the car.
Passed by unanimous vote

MOTION by Chris Urbina to support HB1138
SECOND by Jim Dale
Discussion: None
Passed by unanimous vote

MOTION by to Jeff Zayach to support HB 1252 with further investigation of the language around supporting the evidence-base and guideline recommendations
SECOND by Lindsey Myers
Discussion: None
Passed by unanimous vote

MOTION by to Jeff Zayach support HB 1022
SECOND by Jim Dale
Discussion: There was a question of the fiscal impact. Jennifer indicated that there is no state fiscal impact- the program is supported by federal funds, gifts, grants and donations.
Passed by unanimous vote

MOTION by to Jim Dale to accept the updated emergency protocol for legislative issues presented by Jeff Zayach and the legislative committee
SECOND by Kathleen Matthews
Discussion: Sending emails to get replies is challenging and it is difficult to get response. This protocol would only be used in times when there is a very short timeframe- for example, when bills may be amended or changed.
Amendment to protocol- Define a timeline of less than 24 hours for the *Emergency Protocol*- change the *Urgent Protocol* to read "based on a simple majority of responding members"
Passed by majority vote
Opposed by Chris U. (due to not always getting to respond to email in the same day- may get to it the next day)

April 1, 2010

MOTION to approve February 2010 minutes – Jim Dale
Second – Chris Nevin-Woods
MOTION PASSES

MOTION to move away from paypal at the appropriate time – Chris Urbina
Second- Chris Nevin-Woods
Discussion: Someone needs to have the authority to make the decision as quickly as possible
Friendly amendment - allow the current President make the decision if it needs to be made before the next meeting – Chris Nevin-Woods;
Second- Jim Dale
MOTION PASSES

MOTION to let Patrick have a visa debit card – Chris Nevin-Woods
Second – Chris Urbina
Discussion: Jim Dale is wants to ensure their is accountability. The card can have limits. Jim says there needs to a policy and an audit trail. Patrick will submit receipts and Chris Nevin-Woods and Tracey H. will review.
MOTION PASSES

MOTION to request Treasurer to draft financial policy to be reviewed by the Board at the next meeting – Jim Dale
Second- Chris Urbina
Discussion: Can be a living document that is updated.
MOTION PASSES

MOTION to approve contract as written – Chris Urbina
Second- Jim Dale
Amendment to amend the contract to add a quarterly invoice with a date- Chris Urbina;
Second on amended motion – Tracey H.
MOTION PASSES

April 16, 2010

MOTION by Kathleen Matthews to accept April 1, 2010 Meeting Minutes
SECOND by Tracey Hardeman
Discussion: a few changes were made prior to the motion and were documented by Amy Dillon
Passed by unanimous vote

MOTION by Jeff Zayach to approve the April Treasurer Report

SECOND by Chris Urbina
Discussion: none
Passed by unanimous vote

MOTION by Kathleen Matthews to support of SB189
SECOND by Tracey Hardeman
Discussion: Question by Chris Nevin-Woods. Jeff was asked if this program is facilitated in his building. In Boulder County, the program is facilitated at three public health locations and three other sites. Chris Urbina is going to facilitate this through community-based organizations. Jeff indicated that it took years to set up the programs in the public health facilities and extensive community partnerships are required. Kathleen indicated that some facilitate this program through a travelling van.
Passed by unanimous vote.

May 2010

MOTION by Jim Dale to accept April 16, 2010 Meeting Minutes
SECOND by Jeff Zayach
Discussion: none
Passed by unanimous vote

MOTION by Jim Dale to approve the April 16 Treasurer Report
SECOND by Jeff Zayach
Discussion: none
Passed by unanimous vote

MOTION by Jim Dale that CPHA obtain a proposal from the Public Health Alliance to provide expanded membership logistical support with oversight and strategy by the CPHA Executive Director
SECOND by Jeff Zayach
Discussion: The Executive Director needs to be involved in the strategy with membership and partner engagement, but the Alliance could help to implement the plans. The board would like to see "how" the Alliance could help to move forward with getting plans implemented. It was indicated that there needs to be balance between the strategy and "getting the work done." The "manpower" could come from the Alliance. A proposal will be presented by the June board meeting.
Passed by unanimous vote

MOTION by Jeff Zayach to adopt the recommendations from the membership committee
SECOND by Jim Dale
Discussion: none
Passed by unanimous vote

June 2010

MOTION by Jim Dale to accept May 2010 Meeting Minutes
SECOND by Tracey Hardeman
Discussion: none
Passed by unanimous vote

MOTION by Kathleen Matthews to accept the full proposal for membership services from the Public Health Alliance starting July 1, 2010 for one-year of services.
SECOND by Jeff Zayach
Discussion: Chris NW indicated that she would host the first regional meeting- Eliza indicated that she would consider regional meetings (maybe that could be a new way to think about the work that Miles Consulting does). Tracey H. and Corine will figure out payment of services.
Passed by unanimous vote

July 2010

MOTION by Chris Urbina to accept June 2010 Meeting Minutes

SECOND by Tracey Hardeman
Discussion: none
Passed by unanimous vote

MOTION by Chris Urbina to accept Financial Report
SECOND by Dawn James
Discussion: none
Passed by unanimous vote

MOTION by Chris Urbina to accept the contract from Miles Consulting after the agreed upon changes are completed, with the option to actively support additional bills based on funding available
SECOND by Kathleen Matthews
Discussion: none
Passed by unanimous vote



Treasurer's Report – Tracey Hardeman

Dear CPHA Members,

First, let me say what an honor it has been to serve this fine organization. 2009-2010 was a busy year, as CPHA bylaws called for an audit. Taylor Roth the CPA firm that represents CPHA, declined a full audit due to the limited dollar volume involved. Further review by myself and the audit committee of the 2006 audit, identified problems that had not been addressed. To bring CPHA to an acceptable level of compliance & help assure the organization's sustainability the following steps were completed:

- * Registration with the State of Colorado under the Charitable Solicitations Act.
- * Completion of a bank record review by myself and the audit committee from the period of the last audit through 2009.
- * Consolidation of your banking activity.
- * Correction of prior year tax filing information to reflect the correct balance sheet.

Sincerely,
Tracey Hardeman, Treasurer

Below is a 4 year summary of your conference activity.

	Actual 2006	Actual 2007	Actual 2008	Actual 2009
Income				
Exhibitor Rental	7,213	4,815	4,300	2,100
Registration	47,595	51,027	60,965	62,057
Sponsorships	5,650	6,650	15,607	11,500
Total Income	60,458	62,492	80,872	75,657
Expenses				
Earnings Distribution	7,956	2,408	12,249	5,980
Event Expenses	11,136	13,560	16,001	7,853
Food & Beverage	29,083	41,865	36,181	54,080
Total Expense	48,175	57,832	64,430	67,913
Net Income	\$12,283	\$4,659	\$16,442	\$7,744

Proposed & Projected Budgets are Calendar

Income

	Projected 2010	Plan 2011
Other Grants	\$ -	\$ -
APHA Grant -	7,900.00	\$ -
Conferences & Special Events		
Exhibitor Rental	\$ 9,000.00	\$ 10,000.00
Registrations	\$ 18,325.00	\$ 45,000.00
Sponsorships	\$ 10,000.00	\$ 12,000.00
	<u>\$ 37,325.00</u>	<u>\$ 67,000.00</u>
Total Conferences & Special Events		
Board Donations	\$ 510.00	\$ 2,000.00
Investments & Interest	\$ 9.73	\$ -
Membership Dues	\$ 7,275.00	\$ 12,200.00
	<u>\$ 53,019.73</u>	<u>\$ 81,200.00</u>
Total Income		

Expense

APHA Grant Expenses		
Consultants	\$ 1,037.80	\$ -
Personnel	\$ 39,192.30	\$ -
Travel-RIHEL & APHA Expense	\$ 4,237.11	\$ -
	<u>\$ 44,467.21</u>	<u>\$ -</u>
Total APHA Grant Expenses		
Conference Expenses		
Revenue Sharing	\$ 6,901.40	\$ 8,200.00
Bankcard Fees	\$ 900.00	\$ 1,500.00
Food and Beverage	\$ 19,600.00	\$ 36,000.00
Registrant & Other	\$ 3,700.00	\$ 8,700.00
	<u>\$ 31,101.40</u>	<u>\$ 54,400.00</u>
Total Conference Expense		
Donations & Grants Made		
Other Dues	\$ 95.00	\$ 100.00
APHA Dues	\$ 250.00	\$ 300.00
	<u>\$ 345.00</u>	<u>\$ 400.00</u>
Total Donations & Grants Made		
Operations		

	\$		\$
Annual Report Fee	10.00		20.00
	\$		
Supplies	30.54		175.00
	\$		
Bankcard Fees	571.54		540.00
	\$		
Insurance	1,450.00		1,500.00
	\$		
Office Supplies	43.33		200.00
	\$		
Printing, Publications & Ship	54.22		55.08
	\$		
Travel	1,349.45		1,500.00
	\$		
Total Operations	3,509.08		3,990.08
Professional Fees			\$ -
	\$		
Accounting Services	725.00		750.00
	\$		
Administrative Services	5,625.00		6,000.00
	\$		
Legislative Services	12,875.00		12,000.00
	\$		
Member Services	383.04		500.00
	\$		
Web Publishing Services	544.85		400.00
	\$		
Total Professional Fees	20,152.89		19,650.00
Rent, Utilities & Maintenance			
	\$		
Phone Service	338.02		348.00
	\$		
PO Box	80.00		80.00
	\$		
Web Server	200.00		150.00
	\$		
Total Rent, Utilities & Maintenance	618.02		578.00
	\$		
Total Expense	100,193.60		79,018.08

Net Assets as of 6/30/2010

Unrestricted	\$ 26,561.54
Restricted	\$ 6,500.00

Professional Education Committee - Kathleen Matthews

The primary activity for meeting CPHA's professional education mission is the annual Public Health in the Rockies Conference held each fall. Last year, we began considering how best to take advantage of the exciting opportunity we have this November with the 2010 American Public Health Association coming to Denver. We hoped for a strong Colorado presence at APHA, while knowing that many people can not afford to attend two conferences. Thanks to our members for completing the survey in January that let us know your preferences during this very special year.

Survey results indicated that a shorter conference located in Denver would be of interest to members. The choice of the conference theme, the "Lifespan of a Career in Public Health" allowed for a more defined agenda and an opportunity to recruit educational program exhibitors. We also listened to our members and included the popular sessions on hot topics in public health and legislative issues along with poster presentations of the latest research in Colorado. We are thrilled to have Colorado's Area Health Education Centers be a presenting sponsor, along with all our sponsors this year, given the importance of keeping the costs down for participants.

We hope that this year's focus on career development will be incorporated into the annual conferences in the future or be an additional activity planned in the spring. It is our goal to provide members with opportunities to advance their own careers, support new people in the field, network with colleagues and share why we love working in public health.

That being said, we need to keep the momentum for 2011, as we return to our traditional format of requesting abstracts for presentations. Many of our conference planning volunteers have "retired" over the past few years. This is a call for new volunteers to join in program planning, site selection, selection of abstracts. We greatly appreciate the Public Health Alliance for their work in handling the conference logistics.

Thank you for the opportunity to serve on the board of CPHA.

Membership Committee Report – Lindsey Myers

The CPHA Membership Committee is excited to report membership as of September 1, 2010 is at 341, which represents a significant increase from where we were this time last year. We attribute this membership increase to the hard work of our Board of Directors who have volunteered to make personal calls to lapsed members. Additionally, this summer we extended our contract with Corine Waldau of the Public Health Alliance to help better coordinate our membership activities. The value of Corine's expertise has been seen right away and is expected to grow in the coming months as she continues her outreach to Colorado APHA members who do not currently belong to CPHA, development of an Ambassador program, and introduction of an agency/organizational membership. Please see our handout for more details on this new offering. The Committee is also excited to have Erin Suelmann of the Colorado Children's Immunization Coalition join our volunteer committee. The Membership Committee is excited to hear from you if you have any ideas on how we can best serve you and our membership.



Nominations Committee Report – Tracey Richers Maruyama

The majority of activities of the Nominations Committee was to progress on activities and strategies of our American Public Health Association's Affiliate Capacity Building Initiative grant. Activities involved Board Governance, Leadership Succession, Financial Planning/Management, etc.

- Developed a Board member matrix which displays age, gender, skills, areas of expertise, etc. of current Board members to assist our leadership to become more diversified, strengthen weaknesses, and fill gaps when recruiting for new Board members.
- Developed a Board Member Statement of Agreement to identify expectations for Board members and CPHA during their tenure.
- Developed a new Board member application form.
- Assisted the Membership Committee in identifying ways to steward our members.
- Contracted with Richard Male and Associates for Board development and growth strategies and Bylaw changes to allow flexibility for growth opportunities. These changes will be drafted and proposed to the CPHA Board and membership in the upcoming year.
- Contracted with Linda Gabel for financial dashboard consulting.
- Proposed to change the name from "Nominations Committee" to "Nominations and Leadership Development Committee"
- Proposed to make Bylaw changes to make all Board positions three years.
- The Chair and the Executive Director attended the Affiliate Capacity Building Initiative grant conference in May in Washington, D.C. which included resource development; social media in the digital age; lobbying, policy and advocacy; and grant writing.
- Drafted Board of Director's Handbook.
- Drafted a comprehensive Board Recruitment plan to assist with growing and diversifying the board. The plan is to be utilized throughout the year by members of the Nominations Committee.
- Assisted the Executive Director/grant project manager on a CPHA Case Statement.
- Called for annual Board Nominations and CPHA Public Health Awards. Composed an Awards Sub-Committee to vote for awardees. Drafted guidelines for CPHA Award policies and procedures for future committees.
- Convened the first meeting of the Past Presidents Club



PHNAC Affiliate Report – Brene Belew-Ladue

1. In the fall retreat our goals were set for:
 - a. PHNPC organization**
 - i. PHNAC has seated the Public Health Nurse Practice Council (PHNPC). PHNPC will focus on practice related issues within the specialty practice of public health nursing.
 - ii. At this time we have 9 members on the council and need 7 more public health nurses to fill seats. Representatives are needed from: Northeast, Southeast, South, San Luis Valley, West, South-Central, and Southwest Regions.
 - iii. The members are:
 1. Lauren Mitchell – Chair PHNPC and Founder
 2. Deborah Williams – representing Colorado Nurses Association
 3. Dr. Barbara Joyce – representing Academia
 4. Amy Guccioni – representing “Member at Large”
 5. Tsering Dorjee – representing CDPHE
 6. Becky Persing – representing North Central Region
 7. Karen O’Brien – representing Center for Nursing Excellence
 8. Carol McDonald – representing North Central Region
 9. Michelle Wilson – representing Northwest Region
 10. Barbara Wahl – representing North Central Region
 - b. Winter Conference**
 - i. We had a successful Winter Meeting in February with 84 members attending
 - c. Better utilization of the PHNAC website**
 - i. This is a dynamic process that requires education at every meeting.
 - ii. This next year we will explore jumping into this decade on Facebook
 - d. Collaboration with CPHA for PH in the Rockies**
 - i. PHNAC had representatives on the planning committee
2. APHA Fundraising Committee – PHNAC contributed \$3000 to the scholarship fund.
 - a. 11 Scholarships were given to PHNAC member

ARGC Report – Jim Dale

In addition to serving on the CPHA Board and Executive Committee, I attended the APHA Governing Council at both the midyear meeting by teleconference and in person at the annual meeting. I used best judgment and the sense of the CPHA leaders and membership to vote on issues and policies brought to the Governing Council, our legislative body.

I served as the ARGC Region VIII (CO, MT,ND, SD, WY, UT) Representative to the CoA (Committee on the Affiliates). The CoA meets month by telecom and we meet twice a year in person - a midyear meeting at APHA HQ in Washington DC and, for Leadership Day, on the Saturday before the annual APHA meeting. The CoA also meets with ISC (Inter- Sectional Council) to develop collaborative recommendations on issues of common interest to the Executive Board and staff at both the midyear meeting and during the annual meeting. Furthermore, the CoA acts on its own to provide affiliate input to the Executive Board and staff on issues of importance. Key activities of CoA have included: monitoring progress of the Affiliate Capacity Building Grants; developing CoA scientific programs and poster sessions for the annual APHA meeting; developing recommendations to improve, expand and enhance the membership of the affiliates; and providing "local" advocacy on key public health legislation and policy at the state and federal levels. For the last two years, I have organized scientific CoA sessions - last year the topic was Social Media and this year it will be Urban Agriculture. The CoA also acts to recognize outstanding individuals and affiliates at a reception during the annual meeting. Just a couple years back, Colorado was recognized as Affiliate of the year and our own past President, John Muth, has been recognized for meritorious service by the CoA.

I provide input to the local CPHA organizing committee for the annual APHA meeting this fall in Denver. I served on the APHA 2010 Special sessions selection committee. Two Colorado sessions were selected:

1. **Monday, November 8 - 8:30-10:00am, Session #3011.0** - Tuberculosis: The Effects of Social Justice on a Global Epidemic.
2. **Tuesday, November 9 - 10:30am-12:00 noon Session #5082.0** - Private Sector and Community Responses to Social Injustices in the Public Health Care System and the Resulting Health Care Crisis: Highlights from Efforts in Colorado.

Additionally, I again served as the organizer/program planner for Hot Topics at The Public Health in the Rockies.

APHA 2010 COMMITTEE – MARILYN BOSENBECKER

Report to the Business meeting, September 2010

In the third year of planning for APHA in Denver November 6-10, 2010, the leadership committee began meeting every month to six-weeks after the 2009 CPHA convention. Contacts were made with Theresa of the Denver Visitors Bureau, who attended one meeting to update the committee on their activities. Theresa attended APHA 2009, distributed book marks and visitor information, and is the local contact working closely with TJ McCabe of APHA. We also stayed in touch with TJ McCabe as we considered activities. An “all volunteers” meeting was held in March to recruit members for the subcommittees and provide updates on activities. The subcommittees and their activities included:

EXPO:

- ◇ Recruited local and regional exhibitors to commit to APHA 2010, including contacts with Local Public Health agencies, non-profits, and Region VIII APHA affiliates
- ◇ Designed and implemented plans for the area of local/regional exhibitors to be “*Sabin Street: Home of Colorado Public Health*”
- ◇ Provided support and ideas for Local Public Health in their exhibition booths connected with many local vendors, state agencies and others to provide raffle items, door prizes and other incentives to entice attendees to visit Sabin Street

Marketing:

- ◇ Successfully developed and presented the “*Come to Colorado*” DVD at APHA 2009, posted it on the website, and shared it with Region VIII colleagues.
- ◇ With the vital support of the School of Public Health, designed and distributed buttons at APHA 2009 to raise awareness for APHA 2010 in Denver.
- ◇ Designed and launched the “APHA 2010 in Denver” website, Facebook and Twitter social media (join the conversation at [Facebook.com/COAPHA2010](https://www.facebook.com/COAPHA2010))
- ◇ Connected with APHA’s media staff to identify local stories, inform them of resources, and prepare for the media activities at APHA 2010
- ◇ Provided support and coaching for abstracts to be submitted and maintains contact for presenters desiring practice and advice prior to presentation
- ◇ Sent out information about APHA 2010 to a list of CPHA’s colleagues in professional organizations, and followed up with the opportunity to request registration material and exhibit information

Fundraising:

- ◇ Scholarships were funded thanks to the Colorado Foundation for Public Health and the Environment and the Public Health Nurses Association of Colorado to sponsor 32 scholars with \$250 each to support their attendance at APHA.

- ◇ Continued fundraising for CPHA will occur with a restaurant fundraiser during APHA; recruitment of restaurants and the amount to be donated from meals eaten by APHA attendees began in August.

Local Activities:

After much discussion and exploration of various tourism opportunities, it became apparent that tourism is the venue of the DVB and CPHA has neither the time or resources to develop any extra activities. Nonetheless, the DVB website for APHA 2010 has multiple opportunities and CPHA is linked to that site. LiveWell Colorado has updated and will print copies of a Denver walking/biking map to be distributed through the DVB kiosk, at the PHN Section Luncheon, and other locations is needed coordination with APHA's Physical Activity Section has resulted in being linked to their 5K run subcommittee and the possibility of yoga classes, if space can be found for the yoga sessions.

University of Colorado School of Public Health and School of Public Administration:

Having presented and been involved in APHA Annual Meetings for many years, the SPH has provided information, resources, and guidance about APHA . They have supported the committee's activities while coordinating the academic public health community in Colorado, and will have presentations and Exhibit space. The SPA has a presentation accepted and offered space and suggestions for the group.

Local Arrangement:

PHNAC has three sub-committees working with APHA's PHN Section on the various events and meetings which the Section supports, including Quad Council (of Nursing Organizations) breakfast, and the PHN Awards Luncheon.

COSOPHE is working closely with SOPHE, which has its annual meeting in conjunction with APHA, to identify resources, attractions and activities for members.

Regional activities:

APHA Region VIII and our neighboring states' Affiliate Representatives to the Governing Council have been contacted more than once to encourage them to promote APHA 2010 as an educational venue close by, to identify possible exhibitors, and to join in for APHA 2010 in Denver.

Thanks to the committee members and leadership group who have stepped forward and worked diligently to make APHA 2010 in Denver a success, including: Christine Billings & Lisa Van Raemdonck co-chairs of Marketing, with much help from Martha Tenney and Mercedes Martinez; Marilyn Leff and Susan Moyer, Logistics Coordinators; Carol McDonald, chair of EXPO; Melanie Steponi, chair of Local Activities and liaison for COSOPHE to SOPHE; Patrick Sablich Fundraising; Ruth O'Brian and Joni Reynolds, co-chairs of PHN Local Arrangements; Becky Gruber and Jennifer Wieczorek working with Physical Activity SPIG; Lyndsey Crum of SPH; Danielle Varda of SPA; and Marilyn Bosenbecker, Chair of the Committee.