

# MPHA Epidemiology Section - Meeting Minutes

June 25, 2013  
2:00 – 3:00 pm

## Call in Line Information:

Toll Free: 877-366-0711

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Access Code: 63903350

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### I. Call to Order/Roll Call

Tiffany/All

Present: Suzanne Cupal, Yasi Back, Susan Fletcher-Gutowski, Joyce Lai, Niki Ross, Fatema Mamou, Scott Schreiber, Tiffany Henderson, Roger Racine, Allie Murad, Bryan Buckley, Bethany Reimink, Annie Wendt

### II. Approve May 28, 2013 minutes

All

Motion to approve: Susan  
Second by: Bryan

### III. SurveyMonkey discussion: potential bylaw revisions; chair-elect vote

Tiffany/All

Will be a survey online 6/25/13. Create committees which would be lead by different offices; changing term lengths; Susan Fletcher-Gutowski vote for chair-elect.

### IV. Wayne State Student Rep – student/sponsor connections

All

We do receive posters from them, would be good to strengthen that connection (possible sponsorship in future?). Suggestion to use contact info from poster submitters to find a representative.

### V. Treasury Update

Tiffany/Annie

\$9,917.20 balance per MPHA treasury report

In total, 11,800 was pledged by sponsors. This includes \$3,600 that went directly to payments already (not put into our account). Some of this has still not been received. Roger and Annie will work on completing the treasury file with the conference expenses.

- Roger has \$205 cash in hand from the conference
  - \$20 check for a late registration that was made out to SOM, what to do with that (TH will chat with Gina next week)
- 310 attended including late registrants, 380 registered online

### VI. Clean Air Coalition

Tiffany/All

MPHA Board – asked if any section members would be interested in joining. MPHA has a large grant to do PH awareness in SE MI related to particulates & low-income neighborhoods. Have a small committee to oversee contractors who are working with ACLU, others. Would like someone from Epi Section to lend a scientific eye to the committee. Commitment would likely be a few conference calls. Anyone with environmental epi background interested? Is a one-yr project, and have already started the year so will be less.

Let Roger and/or Tiffany know if you are interested. Roger will send materials on this to the group.

### VII. 2013 Conference – Feedback Summary

Roger/Tiffany/Niki

#### a. Update website

Roger has uploaded all 3 presentations to SkyDrive. Kathleen Oberst has access to these so can try and post on our website. Will work with Allie to make an announcement on Facebook that those are ready when they are.

#### b. Thank you (sponsors, AM speakers)

Tiff and Annie will work on this, will see when Impact is going to be published and include that as a finished write-up with the thank-yous.

#### c. Poster evaluations: membership winners, permission to publish

Evaluation forms may be missing due to office moves; not a problem for judges to each look at the abstracts for posters they judged, and picked the top ones to do a drawing among the top posters.

#### d. Conference write-up / Epi Impact Article

We will post presentations to website if speakers are willing. Will also link to the Facebook page.

### VIII. Membership recruitment/Facebook updates

Allie

Send any activities for the summer, races, conferences to Allie or post on the page and Allie can reshare them as the page. [Susan: APIC Greater Detroit – now changed to APIC Great Lakes (not quite official yet).]

### IX. Mentoring/Students Emailed Questions/Response

Allie/Tiffany

Anyone want to be profiled on the FB page? Discussed switching from Gmail account to instead have people interact via the FB page (for mentoring, questions, advice). Can post a question to our page, Allie can repost and all “likers” can see the question and respond where we see fit.

- X. Goals for 2013-2014 MPHA Epi Section Tiffany/Roger/All
- a. Increased Section Participation
    - i. **Re-gain the involvement of past members/officers**
  - b. Fundraising Ideas- Funding is currently dependent on a few large sponsors– **tabled**
    - i. **MPHA Epi Section, T-shirt sales, Mug sales**
    - ii. **Social athletic club: Organized group participation in 5Ks, etc.**
  - c. Grow Conference Participation from within and surrounding states – **tabled**
    - i. **What groups can we target for 2013 invitations?**
  - d. Growth of Perceived MPHA Epi Section Membership Benefits
    - i. **Posting of job opportunities and internships**
    - ii. **Increase professional networking opportunities**  
Also with more activity on our page, will improve networking.
- XI. 2014 Conference Planning Tiffany/All
- a. **BINDER** Tiffany and Roger have each started one, and will combine into one so that we have a timeline to follow and other helpful information for planning.
  - b. **Date and Location – MSU: 3/28/2014??**  
Potential suggested date, will have to look for conflicts, check on midterms, spring break – anyone have thoughts on whether this would be a good date.(This would miss Easter.) CEU applications – the earlier you have it, the harder it is to get in on time with students just coming back in the new term, etc. Tiffany will check on availability and student schedules to take this into account.
  - c. **Ideas for speakers/topics– tabled**
  - d. **Sponsorship: new sponsors, MPHA, etc – tabled**
  - e. **CEUs**  
Need someone new to do the CEUs, Roger may volunteer for this. Scott suggests going through MPHI instead of Ohio Nurses Association. One of other section Councilors – if you are interested in sharing duties let Tiff and Roger know.
- XII. Action Items Tiffany
- a. **Securing Venue by mid-Summer: potential dates 3/28/2014??**
  - b. **Think of potential topics for 2014 conference**
  - c. **Think of potential sponsors / alternative fundraising**
  - d. **Find Wayne State Rep**
  - e. **Complete Treasury file (Annie & Roger)**
  - f. **Thank-you's to sponsors (Annie & Tiff)**
- XIII. Additional Items from the group All
- XIV. Next Meeting: July 23, 2PM  
Keeping it the same for now. No student reps on the call, will make sure this standing meeting time works for them.