**MPHA Epidemiology Section - Meeting Minutes**

**Tuesday, October 22, 2013**

**3:00 – 4:00 pm**

**Call in Line Information:**Toll Free: 877-366-0711 ~ Access Code: 63903350

1. Call to Order/Roll Call Tiffany/All

Present: Annie Wendt, Tiffany Henderson, Bryan, Fatema, Niki, Roger Racine, Bethany Reimink, Joyce, Allie, Yasi Back, Tanya (Wayne State), DeeDee (ESO/UM)

1. Approve September 24, 2013 minutes All

Correction: ½ of mugs donated to ESO/UMSPH (MPHA Epi Section won’t ask for them back)

Minutes approved

Poster Presenters (in our minutes) will be changed to “Afternoon Speakers”.

1. Epi Section Roster / Bylaws Tiffany/All

Have 20-30 yeses (for different questions), need 30 to change bylaws. But we do have 100% of planning group represented.

1. Budget/Treasury Update Tiffany/Annie

Are getting closer with getting our account reconciled to the amount in the MPHA Treasury report from June 2013: $9,917.20

Are requesting an itemized report from the new MPHA Treasurer, and also monthly reports back through 2012.

1. 2013 Conference Summary
   1. Website Tiff

Website is in great shape (Minutes are up to date, sans August), YouTube presentations were added.

* 1. Update on 2013 poster presenters Niki

Afternoon speakers were sent and posted to our PDF agenda of the conference (10/12 consented).

* 1. Sponsor thank you notes (on hold) Tiff/Annie

Mugs: We can advertise the sale better in advance of our 2014 conference.

Paid $3.84 per mug and selling for $10.

1. Membership recruitment/Facebook updates/ Interview Questions Allie

Facebook update… a new thought, I can post a link to our website so everyone can access the YouTube videos. Likes are now up to 111. It seems to go in spurts as friends of NEW ‘likes’, also join-in. After the last call, Roger sent me an interview which was posted, and that also got a few ‘likes’.

* 1. Where do you work and what is your job title and role in your organization? How long have you been there?
  2. Can you give us a brief overview of what it is you do in your work?
  3. Where did you attend undergraduate and graduate school? What is your degree?
  4. What made you want to be an Epidemiologist?
  5. What has been the most interesting aspect of your career thus far (could be an interesting case, investigation you were involved with, place you’ve been, etc…)
  6. Is there anything you would have done differently in school or the early stages of your career?
  7. What advice would you give to someone thinking about a career in Epidemiology or Public Health?

1. Mentoring/Students Emailed Questions Allie/Tiffany
   1. UMSPH ESO meeting DeeDee

Messaging to ESO at UM: I spoke to them at our general meeting, and we had a small turn-out (about 20), and about 14 did provide their emails to accept solicitations from MPHA Epi. Because the turn-out was so low, I’ll also be sending out the information to the whole group. I’m holding on this for a little bit, as we’ve been sending a LOT of recent ESO information, and we don’t want to over-burden email boxes, watering down our messages… but we’ll do it within a few weeks.

TIFFANY: #1 Good strategies… #2, to Fax or email those first 14 emails, we can provide them some feedback more quickly, feel free to send those to me sooner vs. later.

TANYA: Thinking about approaching WSU students, but she’s waiting for to become more familiar with us and comfortable discussing our section from her personal experiences, rather than verbatim. She has mentioned us to a few students and they have shown some cursory interest in knowing more about us. There is a larger meeting coming-up and that may be a good opportunity to present MPHA Epi.

1. Goals for 2013-2014 MPHA Epi Section Tiffany/Roger/All
   1. Increased Section Participation
      1. Re-gain the involvement of past members/officers
   2. Fundraising Ideas- Funding is currently dependent on a few large sponsors
      1. MPHA Epi Section, T-shirt sales, **Mug sales**

MUG SALES: Tried at the MALPH/MPHA Premier Public Health Conf, but without much (any) success. All have been accounted for, half the remainder were in a locked closet at MDCH, and the other half were donated to UM ESO. If anyone has an event that they feel will may sell some mugs, let us know.

* + 1. Social athletic club: Organized group participation in 5Ks, etc.
  1. Grow Conference Participation from within and surrounding states –
     1. Wayne State/What groups can we target for 2014 invitations?
  2. Growth of Perceived MPHA Epi Section Membership Benefits
     1. Posting of job opportunities and internships
     2. Increase professional networking opportunities

1. **2014 Conference Planning** Tiffany/All
   1. Date and Location – MSU: 3/28/2014!!

We talked about MSU Union previously. Working with Barbara Spearman. She has sent us a contract, and I looked at our 2012 contract. Since then there has been some construction and we’ve lost access to the Parlor Room, and the Gold ABC rooms, and the XXXX Rm. The Ballroom for morning speakers, and the posters could be split into two rooms (adjacent to each other). Barbara has also randomly asked if we could restrict attendance to 200, but we don’t feel that is reasonable. According to the floor charts they advertise Round Table set-ups to fit 250, and Theatre Style to host 350. Tiffany has responded to suggest a combo offering of Rounds in ¾ of the room, and the back 1/3 of the room in Theatre Style to fit in the late comers and folks that need to exit frequently.

FATEMA: Depending on how many people we expect would actually eat in that room, perhaps we should lessen the Tables to about 15-20 (120 seats)? Others can still feel free to sit in the Theatre Style seating to eat as well.

ROGER: I seem to recall that not too many people sat in the Ballroom to eat lunch in prior years (Fatema agrees).

TIFFANY: Break-out rooms were previously using the Ballroom and the Lake Superior Rm (60 in Theatre), and it was comfortable. This time Superior is NOT available, but we do have Lake Huron, which actually fits 70! Lake Michigan and the MSU Rooms (across the hall) For Posters, and the Tower for MAPPP.

ROGER: Two years ago, we had 7 vendors

FATEMA: Barbara said we should limit vendors to 12 for the concourse. The “Spare Room” (Lake Erie) is diagonal to the proposed poster rooms. The Tower Room (4th floor) is optional like Lake Erie. At the Premier Conf, they had the posters in the “MAIN” conference room (Ballroom). Also, perhaps you (Tiff) could explore the possibility of tacking posters to the Ballroom walls?

TIFFANY: OK, I’ll hold-off on the contract until my visit on site Monday. If I feel Barbara was correct on limiting seating to 200, then I will pass on signing the contract and we can re-explore alternatives.

—many agreed—

* 1. Nurse required for planning board (CEUs)

TIFFANY: Scott reminded me that we need a new nurse to help arrange CEUs. I emailed two reps from the MPHA Nursing Section, and the past-chair (Naomi) replied to say she would defer to the new acting chair, but I haven’t heard back from her, just yet. But we are pursuing that collaboration.

* 1. Ideas for speakers/topics
     1. Chronic/Infectious Trends in Economically Burdened Countries by Austerity (Greece, Portugal, Ireland).
     2. Socio-Economic transitional factors / social epidemiology
     3. CONCORD Study on Cancers Internationally
     4. Microbiota and health
     5. Preventive medicine
     6. Cancer epi
     7. Social epi
     8. disaster epi
  2. Sponsorship: new sponsors, MPHA, etc

Annie (after the meeting): clarification needed, are we advised to get no more than 12 sponsor tables?

1. Action Items Tiffany
   1. Potential topics for 2014 conference
   2. Think of potential sponsors / alternative fundraising
      1. Scimetrica
      2. NIH Grant – volunteer?
   3. Committee interests
      1. Sponsorship: Roger
      2. CEUs: Bethany
2. Additional Items from the group All

Roger: Premier Public Health Conf (Oct 13th), Fatema and Tiffany presented on ED Syndromic Surveillance, but MPHA has a lot involved with MALPH in hosting the conference. It was well attended. If you ever have the chance, Roger recommends attending. We did try to sell MPHA Epi mugs, but none were sold, there was not a lot of interest.

1. Next Meeting: ~~November 26, 3PM~~ Rescheduled for 12/3