

# Southern California Society for Public Health Education

## Board Meeting Agenda

Monday, 11/21/2016

7:00 pm

Location: teleconference

Meeting Access:

Or dial in by telephone: Conference: **310-957-5375**

Access Code: none required

Screenshare (if needed): [www.uberconference.com/grantseri](http://www.uberconference.com/grantseri)

Current Membership: 9 (Professionals: 6; Students: 3)

Chapter Goals: Increase overall membership; Increase membership among professionals; Increase engagement in SC SOPHE, particularly among professionals.

Attendees: Khathy Hoang, Kim Handloser, Shanna Livermore

Agenda			
Topic	Process	Lead	Time
President's Updates <ul style="list-style-type: none"> <li>• chapter affiliate dues 1/1/17</li> <li>• delegate/trustee, speaker-elect positions available</li> <li>• annual conference discount until 12/15</li> </ul>	Report	Khathy	7:00 pm
Chair Updates	Report	All	7:10 pm
			Laura will send out recruitment flier
			Membership: decreased from last time
			Seems like some of our board members aren't active members anymore; accepting on paypal doesn't mean active on website; password reset is difficult;
Membership	Report	Kim/Laura	Kim: write down steps to accept memberships via joomla (can it

			memberships via joomla (can it automatically accept?)
			Set up meeting with Jacques/Laura re joomla what we can change what to edit
			Will Laura be taking over all of membership? Or will Kim continue to check memberships?
<u>Secretary</u>	Report	Joanna	
<u>Job Board</u>	Report	Kim	Will focus on this next
			Forward jobs to Kim
			Look into job expiration posting dates; still shows
<u>Social Media</u>			Add new address to newsletter template
<ul style="list-style-type: none"> <li>• 307 facebook likes</li> <li>• 72 twitter followers</li> <li>• New PO Box: SC SOPHE P.O. Box 11233 Santa Ana, CA 92711</li> </ul>	Report	Gaby	Add contact us section to site or somewhere to put po box
<u>Advocacy</u>	Report	Sharon	Statement for newsletter
<u>Upcoming Events</u>			7:20 pm
<ul style="list-style-type: none"> <li>• End of the year networking event</li> </ul>	Discussion	Kim/Khathy	Shanna gave Kim a list: Rancho C may be best central location ~ 12/15
			Khathy: Studio City, Sherman Oaks, Westwood locations week of 12/22
			Check with Laura how much funding
<u>HOD Student Recognition Award</u>			
<ul style="list-style-type: none"> <li>• Application Deadline to Chapters: Suggested deadline no later than <b>October 31, 2016</b></li> <li>• Application Deadline for Chapters to Submit Finalist to National SOPHE: <b>November 30, 2016</b></li> </ul>	Discussion	Khathy	Chapter membership verification: She is not registered on site

<ul style="list-style-type: none"> <li>Application Deadline for Chapters to Submit Finalist to National SOPHE: <b>November 30, 2016</b></li> </ul>			
<b>Newsletter</b> <ul style="list-style-type: none"> <li>Trainings/webinar</li> <li>Content send to Khathy</li> </ul>	Discussion	Khathy	Kim and Darlene met re CEUs for CHES/CPH credits: min 1 hour and advanced notice
			List of roles and responsibilities
2017 Board Elections	Discussion	Khathy	Kim: prefers Advocacy
			Shanna: would like to learn a little bit more about each of the positions
Open Forum	Discussion	All	7:50 pm
Next Board Meeting			
Location: teleconference	Discussion	All	
Date: Mon, December 12, 7pm – 8pm			