

APIC Conference Call Agenda
Tuesday, November 25, 2008 9am PST (12pm EST)

- I. Welcome
- II. Recap on Retreat Minutes
 - a. Continue to update roles and responsibilities issues – if any questions contact Winston
 - b. Current offices developing draft of roles and responsibilities to accompany bylaws description
- III. Officer Updates
 - a. Chair – **Winston, Harry**
 - i. Winston - Review Retreat Minutes
 - 1. Continue to update roles and responsibilities issues – if any questions contact Winston
 - 2. Current offices developing draft of roles and responsibilities to accompany bylaws description
 - ii. Harry - Latino Caucus, CDC interested in co-sponsorship a session, NCI cancer sponsorship; Harry to follow-up
 - b. Program Chair – **Arnab, Sean**
 - i. Arnab – maintain # of 2007 slots (6-3-1), trying to get 2008 slots (8-2-2); call for abstracts go live Dec. 19th; review call for abstracts; recognized difficulty on conference theme for APHA 2009; Arnab to align our (vs. APHA leadership) attendance records for APHA 2008; review procedure to organize an entire panel; Arnab out mid-Jan to early Feb.
 - ii. Sean – N/A
 - c. Communications Chair – Lily
 - i. Follow-up with Survey Monkey re: fee and strategize to save money
 - ii. Follow-up on (re)education on how to use listserv with members
 - iii. Winston to follow-up with Lily
 - d. Membership Chair – Simona
 - i. 46 new membership forms, 23 renewals
 - ii. follow-up with membership survey
 - e. Policy Chair – **Mona**

- i. Signed onto letter to oppose unfair targeting of immigrants
 - ii. Discuss: process of filtering policy updates within APIC
 - f. Treasurer – **Domin**
 - i. Post-APHA - \$649 donations, \$624 raffle + singing
 - ii. Total income for the yr abt 6,000.00
 - iii. Received \$600.00 from Temple University (thank you email to grace.ma@temple.edu)
 - iv. ~ \$5,122 expense amount for the year
 - v. Reimbursed lily for surveymonkey and website hosting
 - vi. Total annual meeting expenses for APHA 2008: ~ \$3,374 (student breakfast- \$586)
 - g. Secretary - Fahina
 - h. Student Rep. – **Jamie**
 - i. Responsible for planning student breakfast
 - ii. Begin reaching out to surrounding institutions in PA
 - iii. Discuss: mentorship opportunities (student breakfast vs. more in-depth approach or various approaches like speed mentoring, scheduled small time slots, etc.)
- IV. APHA Governance Nominations (Winston and Harry)
 - a. Discussion on leadership positions
 - i. Last yr: 4 nominations, 2 elected
 - ii. Harry to explore options
- V. New APIC Committees
 - a. Communications Committee (Lily)
 - b. 35th Anniversary Planning Committee (Winston and Harry)
 - i. No more than 10 people; forward any thoughts/suggestions to Winston/Harry
- VI. New APIC representation on APHA governing council (Winston)
- VII. Additional Items
 - a. APIC letterhead – sometimes APHA moniker is not included