

**CCPH BOARD OF DIRECTORS
BOARD MEETING MINUTES ~ OCTOBER 6-7, 2006 ~ WASHINGTON, DC**

Board members present: Renee Bayer, Cynthia Boyd, Chuck Connor, Diane Downing, Elmer Freeman, Bobby Gottlieb, Larry Green, Ella Greene-Moton, Susan Gust, Daniel Korin, Dennis Magill, Carmen Patrick, Dick Redman and Douglas Simmons

Board member absent: Monte Roulier

Staff present: Anne Moreau, Sarena Seifer

Environmental Scan

Topic: Board Member Updates

Discussion: Board members went around the room to introduce themselves and provided updates on their activities and observations since the last board meeting. Although exhaustive notes were not taken, below are some highlights shared by each board member. Monte was unable to attend the meeting, which was to be his last. He is planning to join the board in Toronto for the CCPH conference and will be properly recognized then for his role as a founding board member. Chris recently resigned from the board due to increasing job responsibilities, including serving as acting director of the state health laboratory in Iowa.

- Renee reported on the goal she mentioned at the last board meeting of helping to create stronger links between the Kellogg Health Scholars Program and CCPH. Toward that end, Barbara Krimgold, director of the program, will be attending the board reception.
- Susan has decided to pursue her BA, has been further developing the community impact statement she presented on at the CCPH conference, and is contributing to a new CBPR learning community at Metro State University.
- Larry has been directing a program in society and disparities at UCSF. His biggest project, comprising 70% of his time, is a grant from the Robert Wood Johnson Foundation to evaluate their Active Living grants, many of which involve participatory components. He also shared the good news that he is receiving an honorary degree from the University of Waterloo.
- Daniel is continuing his community-based participatory work around childhood obesity and finding that the institutions are posing major challenges.
- Douglas has completed an academic leadership development program and become more disillusioned with the prospects for change in higher educational institutions after learning more about how and why things happen “on the inside.”
- Bobby shared that the community projects she’s involved in at her community health center are going well, but that “Harvard has taken a giant step backwards” in their commitment to service-learning. What had been a service-learning course is now subsumed under a larger course and is not getting the support it deserves. She concludes that “it’s easy to get rid of it when there is no high level leadership supporting it.”
- Ella is excited about her work on genetics research and policy issues with the National Community Committee of the CDC Prevention Research Centers. She and other NCC members have been participating in regional forums on the topic and they are hoping to serve as a watchdog for policies that are equitable and ethical.
- Cee is focusing on authentic partnerships in her project for the Robert Wood Johnson Foundation Executive Nurse Leadership Program. She reported that the Great Cities

Institute is reorganizing into three themes, the first of which she is heading up: healthy cities, community and economic development, and governance. She also mentioned that she is working on the development of a community research board.

- Chuck spoke passionately about his work with high risk youth and how it is his community involvement that drives him. The WV Rural Health Education Partnership is in its 14th year and has had its ups and downs over the years as it continues to move forward.
- Diane commented that it has been challenging keeping the ‘three legged stool’ of her partnership going with no funding. She observed a turnaround in George Washington University’s participation after a senior administrator attended the CCPH service-learning institute. They are now pursuing development of an academic health department, with a faculty position based out of the health department.
- Elmer updated us on the proposal involving CCHERS, Northeastern University and other partner to develop a parcel of land in Boston that will involve student dorm space, faculty housing, a community health center and a high school health careers academy. The community supported a different proposal as a political move designed to ensure that none of the proposals are approved by the city. He remains hopeful that in the end, the proposal he’s involved in will prevail.
- Carmen distributed a CD-ROM with instructions for authors of Context, the journal she edits, and a flyer on a directory of student-initiated community projects that she’s developing.
- Dick reported that with a new dean in place, he is no longer interim dean and has resumed his role as associate dean. This fall, he is teaching the school’s new required 2-credit service-learning course with 20 students enrolled. In the spring, the course will increase to 70 students and become interdisciplinary with the addition of pharmacy students.
- Dennis distributed a copy of a new Wellesley Institute publication “A Snapshot of CBR in Canada.”

Policy Monitoring

Topic: Ends Monitoring Report

Discussion: In discussing the report, the following comments were made:

- There may be opportunities to turn a compilation of the ends reports into an article for publication.
- Data about our membership (i.e., who are members are, where they are located, etc.), should be incorporated into future ends reports.
- The question was raised as to whether an observed increase in members coming to CCPH because of their interest in CBPR was a good thing or not. Is this what we want? What does it mean for us? There was some discussion about the relative balance of service-learning and CBPR in the CCPH portfolio of members and programs. There is a worry that academics get behind CBPR because there is funding for it and not necessarily from a values and social justice perspective. Despite the importance of CBPR and the rhetoric around it, it is more academically driven. From the Community Partner Summit, it seems that community partners see greater value in engaging in CBPR partnerships than in service-learning partnerships; that service-learning taxes community agencies as much as it benefits them. Service-learning is more about service, often engaging students in “helping people” and not in getting at the root causes of a problem. CBPR, on the other hand, is a vehicle for achieving social change and democracy. Some board members felt CBPR and service-learning complement each other and should be explicitly connected. Service-learning can be a stepping stone to CBPR. “The research piece is predicated on other pieces being in good

solid shape.” When students are engaged in meaningful, longitudinal service-learning experiences, community organizations can benefit. The question was asked: Is the service-learning model flawed or is it its implementation that is flawed?

- Anticipating the future, there is some cynicism about university commitment to community engagement. There has already been a retrenchment at some universities in their commitment to community engagement, with board members observing that “Academics get rewards for research, teaching and service – in that order” and “the university has explicit goals of becoming one of the top three universities in the world” and that is creating tensions between its public service and research missions. Some faculty members, for example, believe that CBPR will keep them from achieving this goal.
- The role of the institutional review board (IRB) in being a lever of change within academic institutions has not been fully explored (known in Canada as ethics review committees). If more informed community members served on IRB and if more communities developed their own IRBs, for example, it could begin to change the nature of research and community-university research relationships.
- Community members have no idea how academic institutions are structured. Their approach to these institutions can be confrontational. It is difficult finding the right person. Community partner summit participants talked about sharing knowledge in partnerships.
- CCPH has largely been an academically driven organization, but now the community voice is becoming more prominent. How is CCPH going to have to change?
- CCPH is the only organization that makes shared power and partnership principles central to its work.
- The community partner summit is leading to a number of capacity-building activities for community partners. We also need to build capacity among young professionals who will be the future leaders of community-academic partnerships. What can we do to better support them?

Action: The board unanimously approved the Ends Monitoring Report. Douglas made the motion and Daniel seconded it.

Subject: Financial Monitoring Reports

Discussion: In discussing the reports, board members made the following comments and suggestions:

- The financial monitoring reports are improving over time.
- Future reports should include trends over time in funding. What have been past trends, what are predicted future directions?
- We should have access to prior reports during the board meeting.

Action: The board unanimously approved both financial monitoring reports (financial condition and activities; financial planning and budgeting). Douglas made the motion and Chuck seconded it.

Topic: Remaining Monitoring Reports

- Treatment of consumers
- Asset protection
- Communication and support to the board

Discussion: These reports largely remain unchanged from year to year.

Action: The board agreed that it is reasonable to continue sending board handouts in advance by email, rather than spending money on photocopying and mailing. The board unanimously approved the remaining monitoring reports. Dick made the motion and Renee seconded it. In the future, these reports will comprise a “consent agenda” and will be acted upon without discussion unless a board member specifically asks for discussion.

CEO Succession Plan

Topic: CEO Succession Plan

Discussion: Board members discussed a set of scenarios for CCPH succession and made these comments and suggestions:

- We need to remain open and flexible to all of the possible options. We can't predict what the circumstances or opportunities will be.
- Although the CEO in the policy governance model does not have a traditional "job description." (i.e., the job of the CEO is to satisfactorily advance the organization's ends). That being said, a traditional job description is needed for the purposes of recruiting and orienting a new CEO.
- If Sarena resigns her position at CCPH and her faculty position at UW, there is no obligation on the part of the UW to use her faculty position for a new CEO of CCPH.
- We need to define what we want out of a host relationship.

Actions:

- Elmer agreed to continue serving as the board's "point person" on this issue. He will work closely with Sarena to address the questions and issues raised in this discussion and come to the next board with a more refined proposed plan.

Agenda for Next Board Meeting

Topic: Agenda for Next Board Meeting

Discussion: These ideas were generated:

- Recognizing Monte for his contributions as founding board member, since he was unable to attend this meeting.
- Renewal of board terms and election of next chair-elect
- Policy monitoring
- CCPH conference preview
- Board member recruitment and retention