

**Public Health/Health Administration Section**  
Medical Library Association  
Annual Business Meeting  
May 17, 2005, 7:00am-9:00am  
Henry B. Gonzales Convention Center, Room 202B,  
San Antonio, TX

**Attendees:**

Kris Alpi, Stacey Arnesen, Pat Auflick, Marcus Banks, Cheryl Bartel, Margaret Basket, Marj Cahn, Keith Cogdill, Diana Cunningham, Kay Deeney, Peter Droese, Gale Dutcher, Pauline Fulda, Ruiling Guo, Teresa Hammett, Doreen Keough, Kelly Klinke, Lea Leininger, Helen Look, Michelle Malizia, Carolyn Medina, Barbara Nail-Chiwetalu, Neil Rambo, Cathy Rhodes, Nancy Schaefer, Lisa Sedlar, Joan Seidman, Catherine Selden, Michael Sholinbeck, Hathy Simpson, Kara Thompson, Helena VonVille, Lisa Wallis, Matt Wilcox, Molly Youngkin

**Welcome/Introductions (Kris Alpi, Chair)**

Chairman Kris Alpi called the meeting to order. She welcomed everyone who was in attendance and asked them to introduce themselves.

**Minutes/Treasurer's Report (Pat Auflick, Secretary/Treasurer)**

Minutes of the 2004 annual business meeting had been distributed electronically before the meeting and hard copies were available for review. A few corrections were noted before a motion was made to accept the minutes as amended.

There was a second to the motion. Motion carried.

The Treasurer's Report and proposed budget for 2005-2006 were distributed and discussed. Pat Auflick mentioned that she had just received a receipt from Kay Deeney for the MLA Public Health Webcast DVD which differed from the amount reflected in the report. She will check into this and make any necessary corrections. Kris Alpi pointed out that in the coming year there would not be charges for web housing and that our section had not been asked to contribute to the Lindberg Fellowship so these amounts could be deleted from the proposed budget.

**Annual Report (Kris Alpi, Chair)**

Kris sent out her annual report to the membership before the meeting. In addition to the items in the report, Kris mentioned the program on Monday, "Reaching Out Magnificently to All at All Points of Care or Need" and acknowledged Catherine Selden's work spearheading the Symposium.

**2005 Programming Report (Nancy Schaefer, Chair-elect)**

Nancy mentioned the 3 programs that PH/HA either sponsored or co-sponsored including Reaching Out Magnificently to All at All Points of Care or Need (with 80 attendees), Establishing Best Practice, and the Role of Information and Policy in

Health Care. She mentioned that many section members had posters and were doing presentations and encouraged the membership to attend these events.

### **Committee Chair Reports**

- 1) Continuing Education (Kay Deeney)** – Kay reported that the journal club on health information literacy was wildly successful with 70 participants and 8 conveners. Academy points towards membership or renewal of membership in the Academy of Health Information Professionals (AHIP) was awarded to those completing the course. Kay received the DVD of the MLA webcast on public health. She will lend this to individuals who would like to look at it. During the year Kay designed and conducted a survey on the continuing education needs of PH/HA members. Results of the survey can be found at: <http://www.phha.mlanet.org/fall2003.html#survey>
- 2) Archives (Helen Look)** – Helen submitted the PH/HA archives to MLA and asked for postage reimbursement from the treasury.
- 3) Client Relations (Nancy Schaefer)** – Nancy reported that there were 16 applications from 11 states for the Winifred Sewell stipends to attend the American Public Health Association (APHA) annual meeting. Ten awards were made and nine people actually attended the conference. Next year's APHA conference will be in New Orleans, November 5-9th. There was a discussion about community health workers attending and either presenting or doing posters. CRC member Karyn Pomerantz liaised between the Grace and Harold Sewell Memorial Fund and the American Public Health Association (APHA)'s Community Health Worker (CHW) Special Interest Group (SPIG) to work out a contract, application forms and logistics of reimbursement for the first CHW stipends for APHA attendance. The Sewell Fund contributed \$2K and the APHA's CHW SPIG recruited, evaluated, oriented and distributed the funds to CHWs whose posters/presentations for APHA 2004 had been accepted. Laura Larsson will act as CRC Chair for 2005-2006 during Nancy Schaefer's term as PH/HA Chair.
- 4) Membership (Pauline Fulda)** – Pauline informed the section that we have 25 more members this year than last. We have 33 new members in the section which is a significant increase. Pauline mentioned the new members breakfast. She also discussed a membership committee conflict.
- 5) Newsletter (Barbara Nail-Chiwetalu)** – Barbara pointed out that she had 3 people helping her with the newsletter - Marie Ascher covering grey literature, Helena VonVille contributing GIS information, and Linda Spitzer. Barbara talked about how she and Lisa Wallis (web master) were working together on the newsletter to produce a pdf version with links.
- 6) Web/Discussion List (Lisa Wallis)** – The PH/HA web site is getting about 30 hits per month according to Lisa. The email discussion list is now being hosted by MLA and has between 20-30 messages a month. There are 184 members on the discussion list.

## **7) Section Council Representative (Pauline Fulda/Helen Look) –**

- A. Pauline told the group that they could tryout an MLA section for free from August – December 2005. You can sign up at the council booth. When invoices go out for next year, you will be billed for this new section and you can decide at that time whether or not to continue your membership in the group. She talked about the Marketing, Library and Curriculum, and New Member SIGs. She told the group that the Cancer Section is asking MLA to write a letter in support of indexing of cancer meeting abstracts. She discussed the CORE task force and told us that it ends in June. Sections are being encouraged to form their own research committees. This will be discussed more fully under new business.
- B. Helen informed the group that it was OK to vote via email after we updated our election procedures. Election results must be reported by February 15<sup>th</sup>. PH/HA is the only section that does not have a quilt square for the Section Council quilt. New section member Teresa Hammett volunteered to make a quilt square. The Section Council booth has stickers for each of the sections and there is a PH/HA sticker that can be put on your name badges to promote the section. There will be four concurrent open forums (Continuing Education, Diversifying Our Roles, Education and Research, and Nurturing the New, Supporting the Experienced) at this year's annual meeting. Everyone is encouraged to participate. The MLA Nominating Committee will be voting on Thursday.

### **Ratification of Election Results (Kara Thompson)**

The election results are: Marcus Banks for Chair-Elect 2005-2006/Chair 2006-2007; Helen Look for Section Council Representative-elect 2005-2006/ Section Council Representative 2006-2008; and Nancy Allee, nominee to the MLA Nominating Committee.

Kara reported that she received 32 ballots. Twenty-six were eligible; 3 had not paid their dues and couldn't be counted and 3 had no signatures. She asked what she should do with the ballots. After a discussion, it was decided that the person with the ballots should keep them from the election until ratification at the next annual business meeting and then shred them. Candidates must sign a letter agreeing to abide by the email vote.

### **Partners in Information Access for the Public Health Workforce (Kris Alpi for Marie Ascher)**

The National Library of Medicine has coordinated these meetings twice a year. MLA appointed Marie Ascher as its representative to the Partners group. There was a meeting on April 20<sup>th</sup> at which the core journal project was discussed. See New Business for a discussion of how to fund Marie's participating on the Workforce.

### **Core Journal List Project Plan (Kris Alpi)**

Kris thanked the individuals who have been responsible for the revitalization of this project including Matt Wilcox, Marie Ascher, and Barbara Nail-Chiwetalu, Debra Revere, and Melissa Rethlefsen. She wanted to make sure that the list is posted on the web site. Members will have until June 1<sup>st</sup> to comment and update the information. Next steps include: developing a timeline, circulating the information on discussion lists, and Marj Cahn will compose a press release.

### **Program Planning 2006 (Marcus Banks/Nancy Schaefer)**

Marcus told the group that the theme for next year was "Transformation A-Z." He said that Powerpoints are getting a little stale and suggested new formats for presentations such as skits/role playing/debates etc. Some possible programming ideas included: 1)Evidence-based librarianship in public health, 2)A round table where people can share ideas, 3)Michael Sholinbeck suggested the information needs of public health practitioners, 4)Child abuse/domestic violence, 5)Native American/Indigenous populations, 6)Public Health Competency, 7)No charge public health web-based resources, 8)Non-clinical information (people at CDC), 9) MPH & core competencies, 10)Diana Cunningham suggested NACHO survey – mining data – and training needs, and 11)Global public health librarians without borders.

There was a discussion about moving the deadline for the submission of abstracts for MLA 2006 from Nov. 1<sup>st</sup> to Nov. 12<sup>th</sup>. Diana Cunningham suggested that the deadline be set at Dec. 1<sup>st</sup>. This would require a quick turn around on the part of the reviewers, but would be better for the submitters since it is after Thanksgiving.

### **New Business**

There was a discussion on whether or not PH/HA wanted a research committee and awards program. It was decided to give it a try for a year or two and then look at it again to decide if the Section wanted to continue it. Kara Thompson and Helena VonVille will make some suggestions on the limits of the award(s) and look into mentoring. Diana Cunningham reminded the group that MLA had rules regarding awards. Committee members and chair will be recruited over the summer. Kris Alpi suggested awards to acknowledge the work being done by those trying to do research. ASPH Core Competencies – Kris Alpi explained this project and asked for people to review and respond to this. Those volunteering included: Jon Eldredge, Marcus Banks, Diana Cunningham, Lisa Wallis, Matt Wilcox, Michael Sholinbeck, and Cathy Rhodes. The Section discussed funding the attendance of Marie Ascher at the Partners meeting. Marj Cahn said that NLM would come up with funding if an organization can't absorb the cost. Dianna Cunningham suggested that perhaps the MLA Board might be willing to provide a stipend. Helena VonVille wondered if the Sewell Fund might not provide funding. Matt Wilcox suggested \$500/meeting be allocated from the

PH/HA treasury. Kris Alpi pointed out that if the Section takes in only a little over \$600 from dues each 6 months, this would be a major expense for the Section to bear. Neil Rambo reported that MLA is unable to fund the participation of any affiliate members at meetings such as these.] The value of this to the Section and MLA was questioned. Individuals wanted to know what benefits come back to the Section from participation in the Workforce. Peter Droese made a motion that a sub-group should come up with a plan with the level of financial commitment to be determined. Michael Sholinbeck seconded the motion. Motion carried. Molly Youngkin discussed a project to include new public health terms in MeSH. There are 215 suggested.

The meeting adjourned at 8:50am.