

Health Administration Section
Meeting
December 10, 2012

Attending today's meeting were Loy Bailey, RoseAnne Smith and Debbie Riley.

Loy gave the Treasurers report that Waunema had emailed to him. The section has \$1305.20 in the account at this time.

The APHA Program Committee will meet on the 11th of December. Emily and Loy have both taken turns attending this meeting and there will be someone representing the Health Administration Section present at the meeting tomorrow.

RoseAnne will meet with Anne Purvis on the 18th of December to sign all the paper work for the upcoming meeting in May 2013. The topic of her presentation will be updated at that time. There is a question regarding the completion of the appropriate paperwork for CEU's on whether or not the same form is used this year as last year. Loy will contact Lynda Lehing to check on whether or not there is a new form for this procedure for the 2013 conference.

The APHA Website is now updated by Meagan Berley. We will wait until Anne has given the name of her presentation to RoseAnne before we have the Health Administration Section updated on the website.

Neldia will be contacted to see if there is a picture of the necklace available to use with the website, the membership flyers and other advertisement of the Health Administration Section for the upcoming convention. Once we have a picture then Debbie will contact Sue Hutton at the Monticello Regional Office to see if she will help with the creation/distribution of the Health Administration flyer.

Loy stated that he is confident that the arrangements for the section meeting at the convention are taken care of. Once we have an estimation of the number attending the breakfast meeting then Waunema will begin to plan the breakfast part of the morning meeting. All the arrangements at the hotel should be covered at this time.

In January Waunema will send out the membership dues notices and we will begin to promote the health administration section at the regional meetings and at the Local Health Unit Administrator meetings.

RoseAnne is looking for new ideas, suggestions on a gift for our speaker. Loy mentioned that Anne had shown him the pen we gave her at a meeting they were both attending. If anyone has any suggestions please contact RoseAnne with them.

Loy discussed the situation with the bank and mentioned that there was no by-law or rule to prohibit us from changing banking institutions. RoseAnne mentioned that we need to make sure that there is no monthly charge for an account that is not used much such as ours.

Emily had stated at the last meeting that she will seek out sponsorships for the breakfast meal at the convention in 2013. No report on this at this time.

Sherry Johnson will continue to work on the door prizes for the convention and everyone needs to be gathering these for the convention.

The meeting was adjourned with the next date to meet set for January 28th at 9:00 a.m.

Submitted by:
Deborah Riley, Secretary
Health Administration Section