COMMITTEE ON AFFILIATED ASSOCIATIONS AND REGIONAL BRANCHES

REPORT OF THE CHAIRMAN, 1964-1965

During the past Association year, the committee met for two days in New York City during the 1964 Annual Meeting and again for an equal period of time in April, 1965, at the APHA headquarters office.

Change in Committee Name

The Governing Council in October, 1964, approved the recommendation of the Committee on Constitution and By-Laws relating to a change in the committee name. Article XII, Section 10 of the APHA By-Laws now reads:

The Committee on Affiliated Associations and Regional Branches shall consist of nine Fellows appointed by the Executive Board.

Get-Together for Affiliate Delegates

The committee conducted a half-day meeting on October 3, 1964, for the delegates of Affiliated Associations and Regional Branches. There were 39 delegates present representing 32 affiliates. Approximately ten were affiliate representatives on the Governing Council. The remainder were either elected officers or persons selected by the affiliates to attend the "Get-together." About 25 per cent were health officers and 57 per cent were employed by state health departments.

Guest speakers were: Marion Sheahan, who gave a progress report on the activities of the Association's Committee on Racial Integration in Health Services; John D. Porterfield, M.D., President of the APHA, who spoke on APHA-Affiliate relations; and Noble Swear-ingen, who discussed legislative activities and the marshaling of affiliate support of special health legislation.

The chairman of Subcommittees of CAARB presented progress reports on activities in which they were involved; development of a joint APHA-affiliate membership brochure, a Statement on Functions of National, Regional, and State or Local Public Health Association, a Manual for Affiliates, and affiliate finances. Each of these projects will be discussed in detail later in this report.

An interim report on the recently formed New England Public Health Association was presented. The first annual meeting was scheduled for June, 1965. A representative of NEPHA is invited to attend meetings of the Governing Council in a nonvoting capacity. Membership on one or more of the APHA committees has been achieved and the APHA office has undertaken to involve NEPHA in several ongoing activities.

A report of APHA membership while taking note of the growth in the membership between 1963 and 1964 stressed the fact that the great majority of the affiliates' members were not members of APHA, a statement that could be applied to the majority of affiliates' officers.

Orientation Session for Affiliate Representatives on the Governing Council

The Sunday noon orientation session for affiliate representatives on the Governing Council was again sponsored by
the CAARB on October 4. Drs. Leroy Burney, speaker of the Council, and Robert Hamlin, council parliamentarian, presided and discussed policy resolutions and several items on the Governing Council agenda. Members of the committee attended as resource persons. This session has been well attended, deemed beneficial, and will be repeated in 1965.

Joint APHA Brochure for Membership Promotion

The committee reviewed copy for the joint brochure which had been prepared by a special committee of the Michigan Public Health Association in consultation with a member of the committee. Ways of publishing and distributing were discussed. Members of the Southern Branch represented on the committee offered to arrange for printing enough copies to distribute with the winter edition of the "Southern Branch—APHA Bulletin" if the Association would provide the Southern Branch office with final copy and art work for the cover. The cover design was provided by the Massachusetts Public Health Association. The mailing of the printed brochure by the Southern Branch yielded 23 new members, all in the first three months of 1965. APHA then offered the brochure on behalf of the CAARB to all Affiliated Associations on a 50-50 share to cost basis. This offer was taken up by ten affiliates who have ordered a total of 13,500 copies from the Association. The brochure promotes both affiliate and APHA membership.

Statement on Functions

The Statement on Functions of National, Regional, State, and Local Public Health Associations which had been discussed by workshoppers at the "Get-together" of affiliate delegates in 1963 was reviewed again by committee members. At the request of the committee, additional review and editing was provided by staff. The revised version was presented to the Executive Board. The Board recommended a redrafting of the statement to eliminate repetitious parallelism in the phrasing of the functions of national, regional, and state or local associations. Emphasis on the distinguishing characteristics should be highlighted.

The committee approved the suggestions of the Board. The statement has been revised accordingly. The functions of Regional Branches are now covered by a special paragraph in the preamble citing the flexibility of the branch in response to regional needs. In fact, each branch is quite different in its essential structure. The committee will reconsider the modified statement. If acceptable, it will be made available to Affiliated Associations and Regional Branches with a notation that it is a "First Edition" and a subsequent version is intended for inclusion in the Manual for Affiliates.

Manual for Affiliates

The committee reviewed sections of the manual prepared by the chairman for style and content. The objective is to offer constructive, readable suggestions—not formal, authoritative statements. A subcommittee was selected to assist the chairman in the development of the manual. Members of the subcommittee have submitted material. It is expected that by the time the committee meets in Chicago, a first draft of the manual or a major portion thereof will have already been placed in the hands of affiliate representatives on the Governing Council for review with the committee. (See 1965 Conference of ARGCs below.) The portion of the manual dealing with the financing of an affiliate has already been distributed.
to ARGCS for review with officers of state and local affiliates.

1965 Conference of Affiliate Representatives on the Governing Council

The committee, in discussion of a statement on "Relations of Affiliates to APHA" prepared by the chairman, reached the conclusion that it should begin to take a new approach to discharging its responsibilities of seeking ways to help strengthen affiliates.

The committee has attempted to evaluate the annual "Get-togethers" for affiliate delegates:

Positive features:
Provided a forum for exchange of ideas about activities of affiliates.
Helped to identify problems relating to affiliate organization and functions.

Negative features:
Little or no advance information about identity of delegate and lack of continuity of attendance or communication, thereby limiting extent of between-meeting activities and follow-up.
Variation in degree of back-home responsibility to affiliate organization.

In general, the committee agreed that the "Get-together" has served the useful purpose of warming-up relations between the APHA and its affiliates and of getting some good ideas implemented. It should be regarded as a series of interesting experiments where different approaches were tried to assist and strengthen the affiliates.

Looking ahead, the committee believes that a more firmly structured type of meeting should be attempted with persons who have responsibilities both to their affiliate as representative, and to APHA as Fellows and Governing Councilors. Advantages might be accrued from working with this group which is identifiable the year-round and has some continuity built into it, since many ARGCS are appointed for three-year periods as recommended by the Association.

The committee has proceeded to act on its convictions and in lieu of the "Get-together" is conducting a Conference for Affiliate Representatives on the Governing Council on Saturday, October 16, 1965. In addition, affiliate presidents, other officers and interested members have been invited to attend as guests.

During the year several steps were taken to condition representatives to their new and additional responsibilities.

Memoranda to Representatives:
May 27: Background of committee's thinking and general plans for the conference on October 16. Representatives were advised that they would receive two sets of material for advance study.

July 22: Memorandum accompanying first set of materials, on affiliate financing, sent to representatives with a request for them to indicate whether they would be attending the conference.

Sept. 17: Memorandum accompanying second set of materials, on the manual, with reminders about the final plans for the conference.

Preconference Homework:
Representatives have been asked to review these materials and discuss them with affiliate officers. These are the major items on the conference agenda:
"Budgeting the Activities of Your Association"
"Manual for Affiliates"

Members of CAARB attending the Annual Meeting of the Regional Branches (Southern and Western) agreed to ask branch presidents to discuss this new assignment with affiliate representative to the Governing Council. This was facilitated by the fact that ARGCS often attend branch board meetings.

Affiliate Financing

In 1962 a study of Affiliate Financing was made by the CAARB. A report was compiled by a member of the com-
mittee and presented at the next "Get-together." It was recommended in this report that affiliate dues, exclusive of their annual meeting registration fees, should be raised to at least $5. A follow-up postcard questionnaire was undertaken this year. The findings will be discussed at the conference for ARGCs in conjunction with the session on "Budgeting for Affiliate Activities."

Management Institutes

During 1959 and 1960 Management Institutes were conducted for affiliate officers and were reported to be highly successful. The committee has recommended that effort be made to repeat these training sessions, on a regional basis, under the sponsorship of the Regional Branches with guidance and assistance from the national office. The CAARB hopes to have more to report on this next year.

Regional Developments

The committee takes special note of two developments of significance that are closely related to its work.

The plan for reorganization of the Western Branch, APHA, into a Federation of State Affiliates was achieved at the Regional Branch's 1965 annual meeting in July with 10 of the 13 states in the region having ratified a new constitution which provides that there no longer be an individual membership in the branch itself, but that in that geographical area the affiliates themselves will be the dues-paying constituents of the Western Branch.

The Southern Branch's programs are expected to be strengthened through the employment for the first time, with additional support from APHA, of a full-time executive secretary who took up his position in the Southern Branch's office in July.

Identification of Affiliate Representative on the Governing Council

The committee recommended that affiliate representatives be designated on the listing of the membership of the Governing Council. It has been reported that this is not feasible. Section membership which is noted is for the single purpose of providing a quick reference for the election of the Nominating Committee for Association officers. A Section can be "represented" by one person only on this committee. However, it has been pointed out that each Governing Councilor at the time of registration for the Annual Meeting of the Council receives the Annual Meeting program in which the representatives are grouped according to the basis for membership on the Council.

The Future

Innovations undertaken this year, particularly the Conference for Affiliate Representatives on the Governing Council will be carefully evaluated. Next year's activities will be dependent substantially upon the outcome.

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Report of the chairman of the Committee on Affiliated Associations and Regional Branches to the Governing Council at the Ninety-Third Annual Meeting of the American Public Health Association in Chicago, Ill., October 20, 1965.