

Association of State Public Health Nutritionists – Board Meeting
September 8, 2017 11:30 am – 1:00 pm Eastern – 1-866-953-5945 with passcode: 892 5363#

Attendance

Board of Directors					
Takako Tagami (V)	P	Patricia Simmons (V)	A	Leslie Lewis (V)	P
Robin Stanton (V)	A	Jennifer Young (V)	P	Mikaela Schlosser (NV)	P
Becky Adams (V)	A	Terrell Brock (V)	P	Ashley Davis (V)	P
Christina Thi (V)	P	Jennifer Dellaport (V)	P	Lisa Gemlo (NV)	P
Donna McDuffie (V)	P	Tiffani Grant (V)	P	Helen Brown (V)	P
				Allison Jensen (NV)	A
Consultants (NV)					
Karen Probert	P	Cyndi Atterbury	P	Sandy Perkins	P
Michelle Futrell	P	Shana Patterson	P		
Members (NV)					
MaryAnn Ellsworth	P				
Guest Speakers					
Celia Shore, Emory Centers for Training and Technical Assistance	P LE				

V = voting

NV = not voting

P = present

A = absent

AL = arrived late

LE = left early

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	<i>Timekeeper:</i>			
11:32	Call To Order	T. Tagami		
11:33	Roll call/quorum	C. Thi	Quorum present with 10 voting members present.	
11:35	1.0 Review Agenda	T. Tagami		
11:40	2.0 Consent Agenda		Motion (J. Dellaport)/S(T. Brock) Motion to approve Consent Agenda passed unanimously.	
	Minutes Approval – August 11, 2017 Meeting	C. Thi		Posted on HyperOffice
	ASPHN Member approval – 3 new Expanded Member and 4 new Associate Member applications			Applications posted on HyperOffice

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	ASPHN Designee update – recent appointment <ul style="list-style-type: none"> Judy Harris (Utah) 			
	ASPHN Financial report	C. Atterbury		Pages 2 and 3
	ASPHN Collaboration Committee report	S. Patterson		Pages 4 and 5
	ASPHN Governance Committee report	J. Dellaport		Page 6
	ASPHN Policy Committee report	M. Futrell, J. Church, and T. Grant		Page 7
	MCH Nutrition Council Steering Committee report	S. Perkins and L. Lewis		Page 8
	MCH Nutrition Training Grantees report	S. Perkins		Page 9
	National Council of F&V Nutrition Coordinators report	A. Davis and S. Perkins		Page 10
	Obesity Prevention Nutrition Council Steering Committee report	S. Parkins and H. Brown		Page 11
	2014-2018 CDC-OSTLTS Cooperative Agreement, “Taking Charge of Change: A Workforce Development Program for Public Health Nutritionists” report	K. Probert		Pages 12-14
	Pediatric Obesity mini CoIIN	S. Perkins		Page 15
	U.S. Breastfeeding Committee Liaison report	S. Haydu		Pages 16 - 18
	Reference Materials file: Guidelines for How We Work Together, Basic Parliamentary Procedure for Motions, Board Member Directory, acronym list,		Use during meeting	Posted on HyperOffice

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	2017-2018 ASPHN Funding			
11:45	3.0 Board Development			
	Board Development Activity – Becky Adams will lead an activity for the October Board call and Donna McDuffie has volunteered for November	L. Lewis		
12:00	4.0 Action Agenda			
	Strategic Plan Core Team report	K. Probert	<p>Discussion: C. Shore summarized the strategic plan Know Plan Go collaborative planning process, which is described in more detail in HyperOffice.</p> <p>K. Probert explained that ASPHN will work with an evaluator to determine numbers in objectives.</p> <p>K. Probert and C. Shore explained background on the Vision.</p> <p>3 Motions: Motion to approve Vision passed unanimously: <i>Healthy eating and active living for everyone</i></p> <p>Motion to approve Mission Statement passed unanimously: <i>To strengthen nutrition policy, programs and environments for all people through development of public health nutrition leaders and collective action of members nationwide.</i></p> <p>Motion to approve 2017-2022 ASPHN Strategic Plan passed unanimously.</p>	Pages 19 – 21 and files on HyperOffice
	Obesity Prevention Nutrition	S. Perkins	Motion (L. Lewis)/S(T. Brock) to approve Carol	Pages 22 and 23

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	Council representative on Governance Committee report		Friesen's nomination to the Governance Committee to fulfill the Obesity Prevention Nutrition Council vacancy the 2017-2018 leadership year passed unanimously.	
	National Fruit and Vegetable Alliance Liaison report	M. Ellsworth	Motion (L. Lewis)/S(J. Young) to approve up to \$500.00 of unrestricted funds to support travel for M. Ellsworth to attend the in-person meeting of the National Fruit and Vegetable Alliance scheduled for November 3, 2017 passed unanimously.	Pages 24 – 26
12:45	5.0 Announcements/Information Oral Reports			
	November 10th Board call is Veteran's Day – are Board members available?	T. Tagami	10 voting members will not be available on November 10, which means a quorum is not possible.	
	ASPHN Councils Overview <ul style="list-style-type: none"> • If time permits Sandy and Karen will review a PowerPoint with basic information about councils and their relationship with and role within ASPHN. 		Orientation moved to October Board Meeting due to time.	
12:50	6.0 Agreement on summary bullet points for posting on the website		<ul style="list-style-type: none"> • Motion to approve Vision passed unanimously. • Motion to approve Mission Statement passed unanimously. • Motion to approve 2017-2022 ASPHN Strategic Plan passed unanimously. • Motion to approve Carol Friesen's nomination to the Governance Committee to fulfill the Obesity Prevention Nutrition 	

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			Council vacancy the 2017-2018 leadership year passed unanimously. <ul style="list-style-type: none"> • Motion to approve up to \$500.00 of unrestricted funds to support travel for MaryAnn Ellsworth to attend the in-person meeting of the National Fruit and Vegetable Alliance scheduled for November 3, 2017 passed unanimously. 	
	PARKING LOT (Items for further follow-up):			
12:55	Adjourn	T. Tagami		

If you want more discussion on a topic in the Consent Agenda, just ask that it be moved to the Action Agenda

Mission: The Association of State Public Health Nutritionists develops leaders in public health nutrition who strengthen policy, programs and environments making it possible for everyone to make healthy food choice and achieve healthy, active lifestyles.