

Association of State Public Health Nutritionists – Board Meeting
October 13, 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)	P	Leslie Lewis (V)	A
Robin Stanton (V)	A	Jennifer Young (V)	P	Mikaela Schlosser (V)	P
Becky Adams (V)	P	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)	A
				Allison Jensen (NV)	A
Consultants (NV)					
Karen Probert	A	Cyndi Atterbury	P	Sandy Perkins	P
Michelle Futrell	P	Shana Patterson	P		
Members (NV)					
MaryAnn Ellsworth					

V = voting P = present AL = arrived late
 NV = not voting A = absent 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 11 voting members present.	
11:35	1.0 Review Agenda	T. Tagami		
11:40	2.0 Consent Agenda		Motion (J. Young)/S(T. Brock) Motion to approve Consent Agenda passed unanimously.	
	Minutes Approval – September 8, 2017 Meeting	C. Thi		Posted on HyperOffice
	ASPHN Member approval – 12 new Expanded Member and 2 new Associate Member applications			Applications posted on HyperOffice
	ASPHN Financial report	C. Atterbury		Pages 2 and 3
	ASPHN Collaboration Committee report	S. Patterson		Pages 4 and 5

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	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
	Obesity Prevention Nutrition Council Steering Committee report	S. Perkins and H. Brown		Page 10
	National Fruit & Vegetable Nutrition Council report	A. Davis and S. Perkins		Page 11
	Children's Healthy Weight CoIIN report	S. Perkins		Pages 12 and 13
	2014-2018 CDC-OSTLTS Cooperative Agreement, "Taking Charge of Change: A Workforce Development Program for Public Health Nutritionists" report	K. Probert		Pages 14 – 16
	Pediatric Obesity mini CoIIN report	S. Perkins		Page 17
	Academy of Nutrition and Dietetics, Public Health and Community Nutrition Practice Group report	A. Conneally		Page 18
	National Salt Reduction Initiative (NSRI) Liaison report	A. Koren-Roth		Page 19 and a file posted on HyperOffice
	Reference Materials file: Guidelines for How We Work Together, Basic Parliamentary Procedure for Motions, Board Member Directory, acronym list, 2017-2018 ASPHN Funding		Use during meeting	Posted on HyperOffice
11:45	3.0 Board Development			
	Board Development Activity – Donna McDuffie has volunteered for	B. Adams	Participate in activity	

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	next meeting (November or December) – We need volunteers for future calls		Solicit volunteers	
12:10	4.0 Action Agenda			
	Audit Committee report	J. Dellaport and J. Young	Motion to accept the Independent Auditor’s Report prepared by Brady, Martz & Associates, P.C. for the 2015 and 2016 financial records was approved unanimously.	Pages 20 and 21 and a file posted on HyperOffice
12:15	5.0 Announcements/Information Oral Reports			
	Newsletter articles – submit article ideas to Janelle Clepper janelle@asphn.org		Notice	
	November Board call – no meeting on November 10 th ; trying to find an alternative date	T. Tagami	Discussion: The November 10 call was rescheduled to November 17 from 1:30-3 EST due to a conflict with the Veterans Day holiday. The December call will continue as scheduled on December 8.	
	ASPHN Councils Overview – review/board orientation	S. Perkins	Discussion: S. Perkins reviewed the Relationships Between Councils and ASPHN presentation, as posted on HyperOffice. Council products are on the ASPHN site under Resources → ASPHN Publications.	PowerPoint file on HyperOffice
	2018 Annual Meeting Planning Committee – Volunteer or recommend a colleague. Robin will follow up with potential volunteers, robin.w.stanton@state.or.us	C. Atterbury	Discussion: C. Atterbury announced the opportunity to serve on the planning committee for the Annual Meeting which is scheduled for June 10-12	

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			and send names to Robin or Cyndi. Meetings start in November and wrap up in July.	
	ASPHN website – New design; send comments to cyndi@asphn.org	C. Atterbury	Discussion: C. Atterbury announced that the ASPHN website was updated on October 2 and asked members to send comments on glitches that need to be fixed and suggestions for improvement.	
12:45	6.0 Agreement on summary bullet points for posting on the website		<ul style="list-style-type: none"> • The motion to accept the Independent Auditor’s Report prepared by Brady, Martz & Associates, P.C. for the 2015 and 2016 financial records was approved unanimously. • The Board meeting for November 10 was rescheduled to November 17, 1:30-3 EST due to a conflict with the Veterans Day holiday. • Welcome to new members 	
	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: To strengthen nutrition policy, programs and environments for all people through development of public health nutrition leaders and collective action of members nationwide.