

# Association of State Public Health Nutritionists – Board Meeting

February 9, 2018 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)	P
Robin Stanton (V)	P	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)	A
Donna McDuffie (V)	P	Tiffani Grant (V)	P	Helen Brown (V)	A
				Alison Jensen (NV)	P
Consultants (NV)					
Karen Probert	P	Cyndi Atterbury	P	Sandy Perkins	P
Michelle Futrell	P	Shana Patterson	P		

V = voting  
NV = not voting

P = present  
A = absent

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	<i><b>Timekeeper:</b></i>			
<b>11:32</b>	<b>Call To Order</b>	T. Tagami		
<b>11:33</b>	<b>Roll call/quorum</b>	C. Thi	Quorum present with 11 voting members present.	
<b>11:35</b>	<b>1.0 Review Agenda</b>	T. Tagami		
<b>11:40</b>	<b>2.0 Consent Agenda</b>		Motion (T. Brock)/S(P. Simmons) Motion to approve Consent Agenda passed unanimously.	
	Minutes Approval – January 12, 2018 Meeting	C. Thi		Posted on HyperOffice
	ASPHN Member approval – 6 new Expanded Member and 1 Associate Member applications			Applications posted on HyperOffice
	ASPHN Designee update – recent appointment • Lynn Edmunds, New York			
	ASPHN Financial report	C. Atterbury		Pages 2 and 3
	ASPHN Collaboration Committee report	S. Patterson		Page 4

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	ASPHN Fundraising Committee report	A. Jensen		Page 5
	ASPHN Governance Committee report	J. Dellaport		Page 6
	ASPHN Membership Communication & Outreach Committee report	T. Brock and J. Clepper		Pages 7 – 9
	Media Engagement report	J. Clepper		Pages 10 – 12
	ASPHN Policy Committee report	M. Futrell, T. Grant and J. Young		Page 13 and comment letters on HyperOffice
	MCH Nutrition Council Steering Committee report	S. Perkins and L. Lewis		Pages 14-15 & Work Plan on HyperOffice
	MCH Nutrition Training Grantees report	S. Perkins		Pages 16 and 17
	National Fruit & Vegetable Nutrition Council report	A. Davis and S. Perkins		Page 18
	2018 Growing ASPHNs Leaders Class report	S. Patterson		Pages 19 – 21
	2014-2018 CDC-OSTLTS Cooperative Agreement, “Taking Charge of Change: A Workforce Development Program for Public Health Nutritionists” report	K. Probert		Pages 22-24
	Children’s Healthy Weight CoLIN	S. Perkins		Pages 25 and 26
	U.S. Breastfeeding Committee Liaison report	K. Stader, R. Stanton, S. Haydu, and M. Hagen		Pages 27 - 29
	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
<b>11:45</b>	<b>3.0 Board Development</b>			
	Board Development Activity – answer both questions *What gift do you bring to ASPHN? *What hook will keep you fully engaged /	Robin Stanton	Answer questions L. Gemlo has volunteered to lead an activity in April.	

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	<p>actively involved in ASPHN? Helen Brown has volunteered to lead an activity in March call</p>			
	<b>4.0 Action Agenda</b>			
	No items submitted			
<b>12:10</b>	<b>5.0 Announcements/Information Oral Reports</b>			
	Governance Committee update – ballot status and appreciation for committee’s work	J. Dellaport	J. Dellaport acknowledged the committee members’ hard work to recruit nominees for the ballots. The committee has had some challenges including a resignation and reduced availability because of family health events.	
	MCH Nutrition Council work plan – recognize the plan and highlight a few activities	L. Lewis	L. Lewis reviewed the MCH Council work plan, which is aligned with the ASPHN Strategic Plan and discussed upcoming webinar opportunities.	MCH Workplan posted on HyperOffice
	Notice of Funding Opportunity OT18-1802 – ASPHN will submit a Category B application	K. Probert	K. Probert discussed a competitive OSTLTS grant opportunity from CDC. The current grant ends in June. CDC released another Notice of Funding Opportunity to strengthen the public health infrastructure through capacity building that will start August 1, 2018 and run for 5 years. ASPHN would apply at the Category B, which focuses on a discipline, and up to 10 awards will be given.	
	Board Orientation PowerPoint on Legal Issues, Financial Oversight, and Chief Executive (slides 1-42)	K. Probert	K. Probert reviewed the PowerPoint, which is part of an orientation series for all Board members.	File “Legal Issues_Nov 2017” posted on HyperOffice
	Mid-year meeting – agenda and location	T. Tagami and C. Atterbury	T. Tagami announced that the Mid-Year meeting will be in the Twin Cities, Minnesota from April 21-23. The planning	

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			team was formed and met last week. C. Atterbury discussed the invitation packet, which will be sent by February 16.	
12:45	6.0 Agreement on summary bullet points for posting on the website		<ul style="list-style-type: none"> <li>• Board approved the consent agenda, which included 6 new Expanded Members and 1 Associate Member applications, was approved.</li> <li>• ASPHN signed on to the NANA and CSPI letter to oppose the three-year delay in implementing sodium reduction targets in school meals.</li> <li>• The Policy Committee also submitted ASPHN comments to USDA on Child Nutrition Programs: Flexibilities for Milk, Whole Grains, and Sodium Requirements.</li> </ul>	
	<b>PARKING LOT (Items for further follow-up):</b>			
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.