

# Association of State Public Health Nutritionists – Board Meeting

July 13, 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)	P	Terrell Brock (V)	P	Ashley Davis (V)	A
Christina Thi (V)	P	Jennifer Dellaport (V)	A	Lisa Gemlo (V)	P
Donna McDuffie (V)	P	Tiffani Grant (V)	P	Helen Brown (V)	A
				Alison Jensen (NV)	A
Incoming Board of Directors (NV)					
Diane Golzynski	A	Jacqueline Rios-Avila	A	Heather Harrison-Catledge	P
Jill Lange	A	Megan Hlavacek	P	Elaine Russell	P
Consultants (NV)					
Karen Probert	P	Cyndi Atterbury	P	Sandy Perkins	P
Shana Patterson	P				
Members (NV)					
Mary Ann Ellsworth	P				

V = voting

P = present

NV = not voting

A = absent

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	<i>Timekeeper:</i>			
11:32	<b>Call To Order</b>	T. Tagami		
11:33	<b>Roll call/quorum</b>	C. Thi	Quorum present with 11 voting members present.	
11:35	<b>1.0 Review Agenda</b>	T. Tagami		
11:40	<b>2.0 Consent Agenda</b>		Motion (B. Adams)/S(T. Brock). Motion to approve Consent Agenda passed unanimously.	
	Minutes Approval – June 10, 2018 Meeting	C. Thi		Minutes posted on HyperOffice
	ASPHN Member approval – 1 new Expanded Member and 1 Associate Member applications			Applications posted on HyperOffice

Approved August 10, 2018

<b>Time</b>	<b>Item</b>	<b>Prepared by:</b>	<b>Outcome(s)</b>	<b>REPORT PACKET and ADDITIONAL FILES</b>
	ASPHN Financial report	C. Atterbury		Pages 2 and 3
	ASPHN Fundraising Activity report	T. Tagami and A. Jensen		Page 4
	ASPHN Grant Funding update	K. Probert		Pages 5 and 6
	ASPHN Collaboration Committee report	S. Patterson		Pages 7 and 8 + work plan progress report on HyperOffice
	ASPHN Membership Communication & Outreach Committee reports	T. Brock and A. McGuigan		Pages 9 – 11 + work plan on HyperOffice
	ASPHN Policy Committee report	M. Futrell, T. Grant and J. Young		Page 12
	National Fruit & Vegetable Nutrition Council report	L. Gemlo and S. Perkins		Pages 13 and 14
	Children’s Healthy Weight CoIIN report	S. Perkins		Pages 15 – 18
	Academy of Nutrition and Dietetics, Public Health and Community Nutrition Practice Group (PHCNPG) liaison report	A. Conneally		Pages 19 – 21
	National Fruit & Vegetable Alliance liaison report	M. Ellsworth and K. Probert		Pages 22 and 23 + NFVA Summit agenda posted on HyperOffice
	National Salt and Sugar Reduction Initiative liaison report	M. Kawabe		Page 24
	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	Materials posted on HyperOffice
<b>11:45</b>	<b>3.0 Board Development</b>			
	Board Development Activity – During the mid-year meeting in	M. Schlosser	Discussion	

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	<p>April we had a lot of discussion about the value of public health nutritionists and how to communicate the value to others. What is one skill set you have found you have as a public health nutritionist that makes you stand out as a strong team member and add value to projects?</p>			
<b>12:05</b>	<b>4.0 Action Agenda</b>			
	<p>ASPHN Policy Committee report – support ASPHN signing on to the Developing Best Practices for Integrating Food and Nutrition Concepts into K-12 Education Act</p>	<p>M. Futrell, T. Grant and J. Young</p>	<p>J. Young and T. Grant reviewed the Act, citing 3-5 hours/year dedicated to nutrition education and proposed actions. R. Stanton explained</p> <p>Motion/S (Policy Committee). Motion to support ASPHN Policy Committee signing on to the Developing Best Practices for Integrating Food and Nutrition Concepts into K-12 Education Act passed unanimously.</p>	<p>Pages 25 and 26 + additional files posted on HyperOffice</p>
	<p>ASPHN Collaboration Committee – approve changes to Partnership Policy</p>	<p>P. Simmons</p>	<p>P. Simmons reviewed the revisions to the Partnership Policy.</p> <p>Motion/S (Collaboration Committee). Motion to approve changes to Partnership Policy passed unanimously.</p>	<p>Page 27 + revised policy on HyperOffice</p>
	<p>ASPHN Collaboration Committee – discuss options for assuring the Board learns about and gives input on matters of the Collaboration Committee</p>	<p>P. Simmons and S. Patterson</p>	<p>Discussion</p> <p>P. Simmons and S. Patterson discussed the progress at the Annual Meeting and would like more Board involvement and awareness. Engaged Board members on how they would like to increase their</p>	<p>Pages 28 and 29</p>

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			<p>awareness of and provide input on the Collaboration Committee.</p> <p>The group discussed the frequency and content of learning sessions. S. Patterson suggested the first session in September. R. Stanton will send out an email for feedback to inform the learning sessions.</p>	
<b>12:40</b>	<b>5.0 Announcements/Information Oral Reports</b>			
	MC&O Committee work plan	T. Tagami	<p>Discussion</p> <p>T. Brock reviewed revisions to the FY19 Membership Communication and Outreach Committee Workplan. R. Stanton brought attention to the wording on recruiting WIC-funded dietitians. T. Tagami encouraged Board members to email feedback/suggestions to T. Brock by July 23, 2018.</p>	Draft posted on HyperOffice
	Annual Meeting follow-up (evaluation report and reimbursement requests)	C. Atterbury	<p>Discussion</p> <p>C. Atterbury is working on filing reimbursements and reminded Board members to submit reimbursement requests.</p>	
	Policy Committee Sign-On Letters	J. Young	<p>Discussion</p> <p>J. Young discussed 2 letters that the Policy Committee did sign-on to from AMCHP and USBC. Due to the tight turnaround time, they weren't able to discuss with the Board but sent an email to the Policy Committee. ASPHN had previously taken action on the topics these letters addressed.</p>	
	Takako's special announcement	T. Tagami	T. Tagami congratulated K. Probert on the	

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			application to be funded by CDC.	
12:55	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 1 Expanded Member and 1 Associate Member applications.</li> <li>• Motion to approve changes to Partnership Policy passed unanimously.</li> <li>• Policy Committee signed-on to CSPI letter in opposition to a proposed amendment to the Farm Bill that would expand the Fresh Fruit &amp; Vegetable program to include all forms, including non-fresh fruits and vegetables i.e. canned, frozen and dried.</li> <li>• Motion to support ASPHN Policy Committee signing on to the Developing Best Practices for Integrating Food and Nutrition Concepts into K-12 Education Act passed unanimously.</li> <li>• Policy Committee signed on to Association of Maternal and Child Health Programs encouraging Secretary of Health and Human Services Alex Azar to support breastfeeding policies and positions that aim to protect, protect, and support breastfeeding in the global arena, in response to the United States delegation to the recent World Health Assembly.</li> <li>• Policy Committee signed on the United States Breastfeeding Committee letter</li> </ul>	

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			calling upon our government to ensure policy decisions and actions are based on scientific evidence, free from industry influence, and carried out in accordance to global trade agreements and international law.	
	<b>PARKING LOT (Items for further follow-up):</b>			
<b>1:00</b>	<b>Adjourn</b>	T. Tagami	T. Tagami recognized outgoing Board Members for their leadership and service.	

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.