

Association of State Public Health Nutritionists – Board Meeting

August 10, 2018 11:30 am – 1:00 pm Eastern – 1-866-953-5945 with passcode: 892 5363#

Attendance

Board of Directors					
Robin Stanton (V)	P	Becky Adams (V)	P	Mikaela Schlosser (V)	P
Diane Golzynski (V)	P	Jennifer Dellaport (V)	P	Heather Harrison-Catledge (NV)	P
Takako Tagami (V)	P	Jill Lange (V)	P	Lisa Gemlo (V)	P
Christina Thi (V)	P	Jacqueline Rios-Avila (V)	P	Megan Hlavacek (NV)	P
Patricia Simmons (V)	P	Jennifer Young (V)	A	Helen Brown (V)	A
		Fundraising Committee Chair-Vacant (NV)		Elaine Russell (V)	P LE
Consultants (NV)					
Karen Probert	P	Cyndi Atterbury	P	Sandy Perkins	P
Michelle Futrell	P	Shana Patterson	P		
Members (NV)					
Ashley Davis	P				

V = voting

NV = not voting

P = present

A = absent

LE = left early

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	<i>Timekeeper:</i>			
11:32	Call To Order	R. Stanton		
11:33	Roll call/quorum	C. Thi	Quorum present with 12 voting members present.	
11:35	1.0 Review Agenda	R. Stanton		
11:37	2.0 Consent Agenda		Motion (L. Gemlo)/S(D. Golzynski). Motion to approve Consent Agenda passed, with 1 abstention.	
	Minutes Approval – July 13, 2018 Meeting	C. Thi		Minutes posted on HyperOffice
	ASPHN Member approval – 1 new Expanded Member application			Application posted on HyperOffice

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	ASPHN Financial report	C. Atterbury		Pages 2 and 3
	ASPHN Committee Chair Appointments report	K. Probert for R. Stanton		Pages 4 and 5
	ASPHN Collaboration Committee report	P. Simmons		Page 6
	ASPHN Communication facts and statistics report	J. Clepper		Pages 7 – 9
	ASPHN Governance Committee	J. Dellaport		Page 10 plus Annual Ballot Procedure posted on HyperOffice
	ASPHN Policy Committee report	M. Futrell, T. Grant and J. Young		Page 11
	MCH Nutrition Council Steering Committee report (special highlight The Intersection of Public Health, Community and Clinical Dietetics)	M. Schlosser and S. Perkins		Pages 12 and 13
	MCH Nutrition Training Grantees report	S. Perkins		Page 14
	National Fruit & Vegetable Nutrition Council report	L. Gemlo and S. Perkins		Pages 15 and 16
	Obesity Prevention Nutrition Council Steering Committee report	S. Perkins and H. Brown		Page 17
	2014-2018 CDC-OSTLTS Cooperative Agreement, “Taking Charge of Change: A Workforce Development Program for Public Health Nutritionists” report	K. Probert		Pages 18 – 20 plus several evaluation reports on HyperOffice
	Children’s Healthy Weight CoIIN report	S. Perkins		Pages 21 – 24

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	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
11:40	3.0 Board Development			
	Board Development Activity – Board Meetings orientation <ul style="list-style-type: none"> • In September the Collaboration Committee will hold a session to review the committee’s work more in depth 	K. Probert	Review and ask questions	“Board meetings_Aug 2018” PDF on HyperOffice
11:55	4.0 Action Agenda			
	Obesity Prevention Nutrition Council – Governance Committee representative	S. Perkins	R. Stanton nominated Cheryl Hill as the Obesity Prevention Nutrition Council representative to the 2018-2019 Governance Committee, with J. Dellaport’s support. This position was previously vacant. Motion (D. Golzynski)/S(P. Simmons) Motion to support Cheryl Hill’s participation in the Governance Committee for the Obesity Prevention Nutrition Council passed unanimously.	Pages 25 and 26
	ASTHO Community Health and Prevention Policy Committee report	B. Adams	Input B. Adams discussed an opportunity to provide input to the ASTHO Healthy Aging Policy Statement and the Prevention and Reduction of Obesity in the United States and Territories Policy Statement, which are expired and	Page 27 plus ASTHO Policy Statements posted on HyperOffice

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			<p>expiring, respectively. B. Adams discussed how ASTHO has paid for members to attend the Policy Summit, but this year they are only paying for state health officers, who are voting members. She highlighted some comments, including updated information, adding types of partners, updating references and data sources.</p> <p>B. Adams asked for input on Aging by August 17 and for Obesity by August 31. She mentioned other position statements and that she will collect input on nutrition-related topics as opportunities are available.</p> <p>R. Stanton provided comments to clarify terms: on structural determinants of health and naturally occurring retirement community. She suggested to highlight the two policy statements in an ASPHN newsletter and include guidance on how to use them.</p>	
	Guidelines For How We Work Together report	K. Probert	<p>Motion (J. Dellaport)/S(D. Golzynski) Motion to approve Guidelines For How We Work Together passed unanimously.</p> <p>T. Tagami suggested rotating through the Guidelines on each call in addition to Board development activities of committee / council or project discussion. R. Stanton agreed to include when time is available on the agenda and will call on T. Tagami for assistance.</p>	Pages 28 and 29 plus Guidelines posted on HyperOffice
12:25	5.0 Announcements/Information Oral Reports			
	Alison Jensen, Fundraising	A. Jensen	Recommend a member to fill vacancy Contact	

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	Committee Chair, submitted her notice of resignation from the ASPHN Board of Directors effective August 17, 2018.		Karen or Robin with potential nominees. K. Probert informed the Board of A. Jensen's resignation and asked for suggestions for a replacement Fundraising Committee Chair. T. Tagami explained that the time commitment is not substantial, consisting of the Board call, a fundraising letter by November, and an on-site activity at Annual Meeting. Consultants will support this position to complete their responsibilities.	
	October Board development volunteer – ask a committee or council or project to engage Board members in a discussion relevant to their work	R. Stanton	Recruit a volunteer R. Stanton explained that Committees, Councils or project leads will present each month and asked for a volunteer in October. In September, the Collaboration Committee will be highlighted. S. Perkins suggested the Fruit and Vegetable Nutrition Council present in October. L. Gemlo agreed to present in October. J. Dellaport offered to discuss the Governance Committee in November.	
	Mid-year meeting date – assess interest in a fall 2018 meeting date	R. Stanton	Discussed possibly meeting in late October through February. R. Stanton will send out a Doodle poll and account for conflicting meetings.	Page 30
	ASPHN Strategic Plan report – quick review of progress report covering year 1 of the plan	K. Probert	K. Probert asked for questions on the review. There were no questions.	Page 31 plus file HyperOffice
	Reports from projects in 2014-2018 CDC-OSTLTS Cooperative Agreement – 2018 Annual Meeting evaluation	K. Probert	K. Probert highlighted some evaluation reports that may be useful to Councils and members as they develop their work plans.	Reports on HyperOffice

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	survey, 2018 member survey, comprehensive training survey, and health equity internship final report		<ol style="list-style-type: none"> 1. 2018 Annual Meeting Report 2. 2018 Member Survey Report 3. Comprehensive Training Survey - Report on evaluation of trainings, webinars, and conference call evaluations 4. Health Equity Internship Program Report 	
	To add a photo to the Board member listing on ASPHN website please contact Allison McGuigan allison@asphn.org		Notice	
12:55	6.0 Agreement on summary bullet points for posting on the website		<ul style="list-style-type: none"> • Board approved the consent agenda, which included 1 Expanded Member application. • Motion to approve Guidelines For How We Work Together passed unanimously. • Motion to support Cheryl Hill’s participation in the Governance Committee for the Obesity Prevention Nutrition Council passed unanimously. <p>On behalf of ASPHN, the Policy Committee signed on to several letters:</p> <ul style="list-style-type: none"> • ASPHN Signed-on to CSPI letter in opposition to proposed amendment to the Farm Bill that would expand the Fresh Fruit & Vegetable program to include all forms, including non-fresh fruits and vegetables i.e. canned, frozen and dried. • Two sign-on letter requests with a tight-turn around were reviewed (from USBC & AND) regarding immigration policies and breastfeeding. ASPHN did not sign on to these letters, due to a lack of sufficient time to properly vet the substance of these letters and their political nuances. 	

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			<ul style="list-style-type: none"> • ASPHN signed on to the Academy of Nutrition and Dietetics letter in support of the "Developing Best Practices for Integrating Food and Nutrition Concepts into K-12 Education Act." The bill would require the Department of Education to provide funding for pilot projects to states for testing strategies for integrating food and nutrition concepts into elementary and secondary education. 	
	PARKING LOT (Items for further follow-up):			
1:00	Adjourn	R. Stanton		

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.