

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	report			posted in HyperOffice
	ASPHN Governance Committee report	J. Dellaport	Removed from Consent Agenda approved by Board of Directors	Page 3 + work plan posted in HyperOffice
	ASPHN Policy Committee report	M. Futrell, T. Grant and J. Young		Page 4 + documents posted in HyperOffice
	MCH Nutrition Council Steering Committee report	M. Schlosser and S. Perkins		Page 5
	MCH Nutrition Training Grantees report	S. Perkins		Pages 6 and 7
	National Fruit and Vegetable Nutrition Council report	L. Gemlo, M. Hlavacek, and S. Perkins		Page 8
	2014-2018 CDC-OSTLTS Cooperative Agreement, "Taking Charge of Change: A Workforce Development Program for Public Health Nutritionists" report	K. Probert		Pages 9 and 10
	CDC DNPAO National Training report	A. Tagtow		Pages 11 and 12
	Replication of the "Learn the Signs. Act Early." WIC Model report	A. Brown		Page 13
	Children's Healthy Weight CollIN report	S. Perkins		Pages 14 – 18
	ASTHO Community Health and Prevention Policy Committee report	B. Adams		Page 19 + Obesity Policy Statement posted in HyperOffice
	Academy of Nutrition and Dietetics, Public Health and Community Nutrition Practice	A. Conneally		Page 20 + draft guide and flyer on HyperOffice

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	Group (PHCNPG) report			
	Assisting Appalachian State University Online Graduate Program in Public Health Nutrition (Ad Hoc Project) report	T. Tagami		Pages 21 and 22
	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 (<i>Note several materials have been updated</i>)
11:45	3.0 Board Development			
	Board Development Activity – Governance Committee will review their work plan and progress on recruiting nominees for the 2019-2020 ballots <ul style="list-style-type: none"> – December—MCH Nutrition Council – March— Membership Communication & Outreach Committee 	J. Dellaport	<p>J. Dellaport described the Governance Committee: membership, who votes Members, the Committee responsibilities, nomination tracking tool, Board member roles, timeline and key dates</p> <p>J. Dellaport highlighted the name Governance Committee may be a misnomer and is a nominating committee. It also orients members to the Board by providing position descriptions.</p> <p>K. Probert explained that there used to be a Nominating Committee, and the name changed to Governance Committee which increased the scope and responsibility of the Committee to include identifying leadership needs, assessment to advance the Board and other Committees. She explained that the By-laws Committee is separate.</p>	Governance Committee Presentation posted on HyperOffice
12:10	4.0 Action Agenda			
	Membership Communication &	A. McGuigan	Motion/S (Membership Communication &	Pages 23 and 24

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	Outreach Committee report – approve a new policy and procedure	and S. Perkins	<p>Outreach Committee) to approve the policy and procedure on welcoming new members to ASPHN and councils passed unanimously.</p> <p>Discussion: S. Perkins explained the old member welcome procedures. Multiple people emailed new members. This policy puts all the procedures together and spreads them out over time.</p> <p>J. Lange mentioned that the spreading out the contact may give them more time to be more active.</p> <p>L. Gemlo asked how new members are being tracked. S. Perkins explained that A. McGuigan would take applications and email them. S. Perkins puts them into Council and welcomes them to the Councils. L. Gemlo asked whether other Committees are informed of new members. K. Probert explained how Committees could be informed of new members.</p>	
	ASTHO Community Prevention Policy Committee liaison report – approve travel support to ASTHO annual meeting	B. Adams	<p>Motion (D. Golzynski)/S (L. Gemlo).</p> <p>Motion to approve \$1,500 of unrestricted funds be budgeted in the 2019 budget for travel costs for Becky Adams to attend the ASTHO Policy Summit in September 2019 passed unanimously.</p>	Pages 25 and 26
12:30	5.0 Announcements/Information Oral Reports			
	Mid-year meeting date and location: January 31 – February 2,	R. Stanton	R. Stanton announced the date and location for the Mid-year meeting. January 31 and February	

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	2019 in Tucson, AZ		2 are travel days.	
12:50	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 5 Expanded membership applications and one Student membership application. • Motion to approve the Membership Communication & Outreach Committee policy and procedure on welcoming new members to ASPHN and councils passed unanimously. • Motion to approve \$1,500 of unrestricted funds be budgeted in the 2019 budget for travel costs for Becky Adams to attend the ASTHO Policy Summit in September 2019 passed unanimously. • The Policy Committee Submitted comments to FDA Re: FDA-2018-N-238; The Food and Drug Administration’s Comprehensive, Multi-Year Nutrition Innovation Strategy; Public Meeting; Request for Comments. (Posted in HyperOffice) • The Policy Committee signed on to NANA letter to Commissioner S. Gottlieb/FDA in response to FDA’s request for comments on FDA’s Nutrition Innovation Strategy. 	
	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.