

Association of State Public Health Nutritionists – Board Meeting

January 11, 2019 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)	A
Takako Tagami (V)	P	Jill Lange (V)	P	Lisa Gemlo (V)	P
Christina Thi (V)	P AL	Jacqueline Rios-Avila (V)	A	Megan Hlavacek (NV)	P
Patricia Simmons (V)	P	Jennifer Young (V)	P	Helen Brown (V)	P
		Vacant (NV)	A	Elaine Russell (NV)	A
Consultants (NV)					
Karen Probert	P	Cyndi Atterbury	P	Sandy Perkins	P
Shana Patterson	P	Emia Oppenheim	P	Michelle Futrell	P
Members (NV)					
Carole Garner	P				

V = voting P = present AL = arrived late
 NV = not voting A = absent

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	K. Probert	Quorum present with 12 voting members present.	
11:35	1.0 Review Agenda	R. Stanton		
11:40	2.0 Consent Agenda		Motion (J. Dellaport)/S(L. Gemlo) Motion to approve the consent agenda passed unanimously.	
	Minutes Approval – December 14, 2018 Meeting	C. Thi		Minutes posted on HyperOffice
	ASPHN Member approval – 15 new Expanded and 1 new Associate member applications			Applications posted on HyperOffice

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	ASPHN Financial report	C. Atterbury		Pages 2 and 3
	ASPHN Dues Collection report	C. Atterbury and A. McGuigan		Pages 4 and 5
	ASPHN Annual Meeting report	C. Atterbury		Page 6
	ASPHN Collaboration Committee report	S. Patterson		Page 7
	ASPHN Communications report	J. Clepper		Pages 8 – 10
	ASPHN Governance Committee report	J. Dellaport		Page 11
	ASPHN MC&O Committee report	J. Lange and A. McGuigan		Pages 12 and 13
	ASPHN Policy Committee report	M. Futrell, T. Grant and J. Young		Page 14
	MCH Nutrition Council Steering Committee report	S. Perkins		Pages 15 and 16
	National Fruit and Vegetable Nutrition Council report	L. Gemlo, M. Hlavacek, and S. Perkins		Page 17
	Children’s Healthy Weight CoIIN report	S. Perkins		Pages 18 – 21
	2014-2018 CDC-OSTLTS Cooperative Agreement, “Taking Charge of Change: A	K. Probert		Pages 22 and 23 plus health equity internship report on

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	Workforce Development Program for Public Health Nutritionists” report			HyperOffice
	CDC DNPAO National Training report	A. Tagtow		Pages 24 and 25
	WIC Developmental Monitoring Program (“Learn the Signs. Act Early.”) report	A. Brown		Pages 26 and 27
	CDC-funded ASPHN Obesity Mini CollIN report	E. Oppenheim		Pages 28 and 29
	Growing ASPHNs Leaders Class report	S. Patterson		Pages 30 – 32
	Academy of Nutrition and Dietetics, Public Health and Community Nutrition Practice Group (PHCNPG) report	A. Conneally		Page 33
	National Salt and Sugar Reduction Initiative report	M. Kawabe		Page 34
	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
	3.0 Board Development			
	Board Development Activity <ul style="list-style-type: none"> - March – Membership Communication & Outreach Committee - April – Obesity Prevention Nutrition 			

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	Council - May – Policy Committee			
11:45	4.0 Action Agenda			
	ASPHN 2019 Budget – review and approve	C. Atterbury	Motion(T. Tagami)/S(D. Golzynski). Motion to approve the budget for 2019 as presented passed unanimously.	Page 35 plus budget posted on HyperOffice
	ASPHN mid-year meeting, February 1 and 2, 2019 in Tucson	R. Stanton	R. Stanton solicited input on needs for professional development. L. Gemlo requested information on communication in ASPHN, perhaps a flow chart. K. Probert responded, saying that Lourdes is tasked with doing a monthly bulletin to promote the various professional development resources, different from the newsletter. T. Tagami suggested discussing the welcome/customer service to new members. R. Stanton asked for Board members to volunteer to help with tasks for the Mid-year meeting.	Page 36
	Two part policy training webinar developed by National Fruit & Vegetable Nutrition Council and Policy Committee	Several leaders	There is a Board report on the webinar. J. Young described the collaboration between the Policy Committee and Fruit and Vegetable Council. A 2-part webinar is planned: 1)a “Policy 101” and 2) help members build skills around policy and advocacy. They are working with Dr. Betsy Anderson Steeves and her students, who are developing the slides and working on IT. R. Stanton asked for clarification who the announcement for the webinars would go to. M. Futrell said the webinar information would go to all ASPHN members and they are working on the announcement. They will review fruit-and-	Page 17

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			vegetable-related policy. L. Gemlo commented that the idea for this collaborative project was developed at the 2018 Mid-Year meeting. M. Futrell announced that the webinar and resources will be posted on the ASPHN website, per usual practice, and thanked the group and Carole Garner for their contributions. M. Hlavacek clarified that the titles are still in development.	
12:35	5.0 Announcements/Information Oral Reports			
	MCHB Contract – highlight changes and similarities to previous years’ contracts	K. Probert	<p>K. Probert reviewed the contract with MCHB. Maternal and Child Health Bureau has funded ASPHN for over 25 years via various streams, delivery modes, and projects, especially the MCH Council. In September 2018, a new 5-year contract started. Federal agencies including HHS are being more strict in adherence to contract rules and regulations. ASPHN helps MCHB speak about, promote, and define public health nutrition. The 3 overarching differences in this contract compared to previous years include</p> <ol style="list-style-type: none"> 1) ASPHN has been asked to do much more training and education (engage more with other MCHB-funded projects and train a wider audience to explain to others what Title V nutrition is and could be); 2) products from this contract must be branded as a HRSA product. ASPHN will create the content, and MCHB and HRSA will do the layout and branding; and 	Page 37

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			<p>3) webinar recordings have been posted on the ASPHN site in the past. With this contract, links to the recordings can be distributed via email. Posted webinars must be password-protected.</p> <p>R. Stanton appreciated K. Probert's work on this contract. J. Young asked about the reason for the password protection. K. Probert explained that anything that is publicly available must meet 508 requirements, which requires closed captioning and other accessibility. The password protection allows them to not include accessibility which is costly, although ASPHN will continue to include accessibility as feasible. T. Tagami asked whether the activities for year have been developed. K. Probert said that activities are still being developed. In this first year only, ASPHN received additional funding for a Community of Practice on Obesity Prevention and early care and education in rural settings. C. Thi asked for more information on the content on additional trainings. K. Probert explained that ASPHN will train MCH nutrition training grantees on how to nutrition is incorporated into Title V, and more for nutrition professionals on the same topic.</p>	
	Governance Committee – review Demystifying Membership survey results	J. Dellaport	R. Stanton suggested moving this to the Mid-Year meeting in the Governance section. J. Dellaport agreed.	Page 11
12:50	6.0 Agreement on summary bullet points for posting on the website		<ul style="list-style-type: none"> • There were 15 Expanded membership applications and one Associate membership application this month. 	

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			<ul style="list-style-type: none"> • A 2-part policy training webinar developed by National Fruit & Vegetable Nutrition Council and Policy Committee will be available to all ASPHN members. The first part will be a “Policy 101” and the second part will focus on skill building for policy and advocacy. • ASPHN approved the 2019 budget. • The Board of Directors will attend the Mid-Year Meeting from Feb 1-2 in Tucson, Arizona. • The Annual Meeting will be in Scottsdale, Arizona from June 9 – 11, 2019. 	
	PARKING LOT (Items for further follow-up):		Governance Committee – review Demystifying Membership survey results was moved to the Mid-Year Meeting.	
12:55	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.