

Association of State Public Health Nutritionists – Board Meeting

July 12, 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)	P
Takako Tagami (V)	P	Jill Lange (V)	A	Lisa Gemlo (V)	P
Secretary, vacant at start of call		Jacqueline Rios-Avila (V)	A	Megan Hlavacek (NV)	P
Patricia Simmons (V)	AL	Jennifer Young (V)	A	Helen Brown (V)	P
		Fundraising Chair, vacant (NV)		Elaine Russell (NV)	A
Members (NV)					
Danielle Conlon	P				
Consultants (NV)					
Karen Probert	P	Michelle Futrell	P	Sandy Perkins	A
Cyndi Atterbury	P	Shana Patterson	A	Emia Oppenheim	P

V = voting

P = present

AL = arrived late

NV = not voting

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	T. Tagami	Quorum present with 9 voting members present.	
11:40	1.0 Review Agenda	R. Stanton	Added an item to the Action Agenda regarding the secretary vacancy.	
11:45	2.0 Consent Agenda		Motion (B. Adams)/S (D. Golzynski) Motion to approve consent agenda passed unanimously.	
	Minutes Approval – June 9, 2019 Meeting	T. Tagami		Minutes posted on HyperOffice

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	Minutes Approval – April 12, 2019 Meeting	C. Thi		Minutes posted on HyperOffice
	ASPHN Member approval – 6 new Expanded member applications and 4 new Associate member applications (2 are students)			Applications posted on HyperOffice
	ASPHN Financial report	C. Atterbury		Pages 2 and 3
	ASPHN Strategic Plan report	K. Probert		Pages 4 and 5
	ASPHN On-Site Fundraising Activity report	T. Tagami		Page 6
	ASPHN AM 2019 – Ad hoc --- Morning Walk Activity	T. Tagami		Page 7
	ASPHN Collaboration Committee report	S. Patterson		Pages 8 and 9
	ASPHN Communications Team report	J. Clepper		Pages 10-14
	ASPHN Membership Communication & Outreach Committee report	J. Lange and A. McGuigan		Pages 15 and 16
	ASPHN Policy Committee report	M. Futrell, T. Grant and J. Young		Pages 17 and 18 plus comment letter posted on HyperOffice
	MCH Nutrition Council Steering Committee report	S. Perkins, M. Schlosser, and H. Harrison-Catledge		Page 19
	National Fruit and Vegetable Nutrition Council report	L. Gemlo, M. Hlavacek, and S. Perkins		Pages 20 and 21
	Obesity Prevention Nutrition Council Steering Committee report	S. Perkins, H. Brown, and E. Russell		Pages 22 and 23
	MCHB Contract report	K. Probert		Pages 24 and 25
	MCH Nutrition Training Grantees report	S. Perkins		Pages 26 and 27
	Children’s Healthy Weight CollN report	S. Perkins		Pages 28 and 29 plus

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
				posters on HyperOffice
	2018-2023 CDC-CSTLTS Cooperative Agreement Title: Category B: Public Health Nutritionists	K. Probert		Page 30 plus Health Equity Internship report posted on HyperOffice
	WIC Developmental Monitoring report	A. Brown		Page 31
	CDC-funded Pediatric Obesity mini-CollN report	E. Oppenheim		Pages 32 and 33
	2019 Growing ASPHNS Leaders Class report	S. Patterson		Pages 24 and 35
	Breastfeeding Project/USBC Grant report	M. Hagen		Page 36
	Breastfeeding Public Health Partners (BPHP) report	M. Hagen		Page 37
	United States Breastfeeding Committee (USBC) Liaisons Report	K. Stader, S. Haydu, C. Donohoe Mather, and R. Stanton		Pages 38-40
	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			
11:50	4.0 Action Agenda			
	Secretary vacancy	C. Atterbury for R. Stanton	Motion (B. Adams)/S (D. Golzynski). Motion to approve the nomination of Emily Bash as Secretary effective immediately and through July 31, 2019	Report emailed to Board members on July 11, 2019 and posted on HyperOffice

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			passed unanimously.	
	ASPHN Collaboration Committee report	S. Patterson	<p>Motion/S (Collaboration Committee). Motion to approve ASPHN serve on the Advisory Group of the Nutrition in Food Retail Program Development, a project of the Academy of Nutrition and Dietetics Foundation passed unanimously.</p> <p>Motion/S (Collaboration Committee). Motion to approve that ASPHN Consultant, Shana Patterson, serve as the ASPHN Liaison on the Advisory Group.</p> <p>Discussion: L. Gemio asked about how Shana would gather member input for matters discussed by the Advisory Group. K. Probert explained the plan to recruit volunteers and notify members about the project through the monthly newsletter.</p>	Pages 41-48
12:10	5.0 Announcements/Information Oral Reports			
	2019-2020 Board of Directors Welcome Letter	D. Golzynski	<p>Reminder</p> <p>D. Golzynski announced that the Mid-year meeting will be held in Tucson, AZ in January 2020 and</p>	

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			asked the new Board to complete the availability survey, so the meeting dates can be determined.	
12:15	6.0 Agreement on summary bullet points for posting on the website			
	<ol style="list-style-type: none"> 1. Motion to approve ASPHN serve on the Advisory Group of the Nutrition in Food Retail Program Development, a project of the Academy of Nutrition and Dietetics Foundation passed unanimously. Motion to approve that ASPHN Consultant, Shana Patterson, serve as the ASPHN Liaison on the Advisory Group passed unanimously. 2. Motion to approve the nomination of Emily Bash as Secretary effective immediately and through July 31, 2019 passed unanimously. . 3. Six Expanded membership applications approved. 4. Four Associate membership applications (two are students) approved. 5. A comment letter “Docket ID: FNS-2019-0003; Providing Regulatory Flexibility for Retailers in the Supplemental Nutrition Assistance Program (SNAP)” was submitted Retailer Policy and Management Division, Food and Nutrition Service, U.S. D.A. to USDA on June 4, 2019. 			
	Executive Session		The Board of Directors went into Executive Session from 12:22 – 12:31 PM. To obtain a copy of the Executive Session minutes contact the ASPHN Executive Director.	
12:55	Adjourn The meeting was adjourned at 12:20pm (ET).	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.