

# Association of State Public Health Nutritionists – Board Meeting

December 11, 2020 11:30 am – 1:00 pm Eastern

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/714779013>

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Board of Directors					
Tiffani Grant (V)	P	Becky Adams (V)	P	Jennifer Dellaport (V)	AL
Mary Ann Ellsworth (V)	P	Jill Lange (V)	P	Nikki Davenport (NV)	P
Diane Golzynski (V)	P	Diane Peck (V)	P	Melissa Lonsberry (V)	P
Emily Bash (V)	P	Susie Leo (V)	P	Danielle Conlon (NV)	P
Patricia Simmons (V)	A	Jennifer Young (V)	P	Cheryl Hill (V)	P
		Charlene Garcia (NV)	P	Jillian Osborn (NV)	P
Members (NV)					
Jennifer Kozaczek	P	Peggy Leung-Strle	P	Heather Harrison-Catledge	AL
Consultants (NV)					
Karen Probert	P	Michelle Futrell	P	Sandy Perkins	P
Cyndi Atterbury	P	Shana Patterson	P	Emia Oppenheim	AL
Martha Hagen	A	Allison McGuigan	P	Mim Gains	P

V = voting

NV = not voting

P = present

A = absent

AL = arrived late

LE = left early

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	<i>Timekeeper:</i>			
11:32	Call To Order	T. Grant		
11:33	Roll Call/Quorum	E. Bash	Quorum met with 12 voting	

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			members present. N. Davenport voted on behalf of the MCH Nutrition Council due to the Chair being absent.	
	Please notify Emily and Karen if you join late or leave early ( <a href="mailto:Emily.bash@state.co.us">Emily.bash@state.co.us</a> and <a href="mailto:karen@asphn.org">karen@asphn.org</a> )			
<b>11:35</b>	<b>1.0 Review Agenda</b>	T. Grant		
	Approve agenda or amend then approve agenda		Motion (D. Golzynski) / S (C. Hill)  Motion to approve revised agenda passed unanimously.	
<b>11:40</b>	<b>2.0 Consent Agenda</b>			
	1. If requested, move items from consent agenda to action agenda or announcements sections 2. Approve consent agenda which includes approving all items in this section		Motion (B. Adams) / S (J. Young)  Motion to approve consent agenda passed unanimously.	
	Minutes Approval – November 13, 2020	E. Bash		Minutes posted on HyperOffice
	ASPHN Member approval – 15 new Expanded member applications and 6 new Associate (2 Student) member applications			Applications posted on HyperOffice
	ASPHN Dues Collection report	C. Atterbury and A. McGuigan		Pages 2 and 3
	ASPHN Fundraising Committee Report	C. Garcia		Page 4
	ASPHN Collaboration Committee report	S. Patterson		Pages 5 and 6

<b>Time</b>	<b>Item</b>	<b>Prepared by:</b>	<b>Outcome(s)</b>	<b>REPORT PACKET and ADDITIONAL FILES</b>
	ASPHN Communication Team report	J. Clepper		Pages 7-10
	ASPHN Governance Committee report	D. Peck		Page 11
	ASPHN Leadership/Growing ASPHN Leaders Evaluation Summary	S. Patterson		Page 12 plus Survey Results posted on HyperOffice
	ASPHN Membership Communication & Outreach Committee report	J. Lange, S. Leo, A. Brown, and A. McGuigan		Pages 13 and 14 plus Communications Guidelines posted on HyperOffice
	ASPHN Policy Committee report	M. Futrell, J. Young, and M. Young		Pages 15 and 16
	MCH Nutrition Council Steering Committee report	S. Perkins and J. Dellaport		Pages 17 – 19
	MCH Nutrition Training Grantees report	S. Perkins		Page 20
	National Fruit and Vegetable Nutrition Council report	M. Lonsberry, D. Conlon, M. Hlavacek, and A. Brown		Page 21
	CDC DNPAO National Training, May 2021 report	M. Gaines		Pages 22 and 23
	Health Equity Internship Program report	S. Owens		Page 24 plus Health Equity Monthly report posted on HyperOffice
	ASPHN 2021 Farm to ECE Capacity Building Grant (CABBAGE)	E. Oppenheim		Page 25
	ASPHN Farm to ECE Implementation Grant (FIG)	E. Oppenheim		Pages 26 and 27
	Clean Away COVID report	K. Unland		Pages 28 and 29
	ASPHN Obesity Mini CoIIN report	E. Oppenheim		Pages 30 and 31

<b>Time</b>	<b>Item</b>	<b>Prepared by:</b>	<b>Outcome(s)</b>	<b>REPORT PACKET and ADDITIONAL FILES</b>
	Food Service Guidelines Collaborative report	Commonality, Inc.		Page 32
	WIC Developmental Monitoring report	A. Brown		Pages 33 and 34
	Breastfeeding Project/USBC Grant (Building Capacity to Increase Access to Breastfeeding Support) report	M. Hagan		Pages 35 and 36 plus November Evaluation Tracking Tool posted on HyperOffice
	Appalachian State University report	T. Tagami and M. Barth		Pages 37 and 38
	APHA Food and Nutrition Section report	A. Gold		Page 39
	1000 Days report	J. Stang		Page 40
	ASTHO Affiliate Council report	K. Probert		Page 41
	ASTHO Affiliate Council Workforce Workgroup report	S. Patterson		Page 42
	BRIC – NACDD Funding Project/Partnership report	S. Patterson		Pages 43 and 44
	National Association of Chronic Disease Directors (NACDD) report	M. Futrell		Page 45 plus Chronic Disease Prevention & Health Equity posted on HyperOffice
	National Alliance for Nutrition and Activity (NANA) report	C. Garner		Page 46
	National Farm to School Network report	E. Oppenheim		Page 47
	National Fruit and Vegetable Alliance report	M. Ellsworth		Pages 48 -50
	National Physical Activity Society report	A. Buffington		Page 51 plus Physical Activity Alliance Newsletters— November & December
	NACDD/CDC SPAN Ambassador Program	S. Patterson		Pages 52 – 54

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	report			
	United Fresh Produce Association report	M. Ellsworth		Page 55
	Reference Materials file: Guidelines for How We Work Together, Basic Parliamentary Procedure for Motions, Board Member Directory, acronym list, 2020-2021 ASPHN Funding		Use during meeting	Materials posted on HyperOffice
<b>11:45</b>	<b>3.0 Board Development</b>			
	<p><i>Leaders Eat Last: Why Some Teams Pull Together and Others Don't</i>, Part 3 (chapters 9 and 10) with discussion leader Danielle Conlon</p> <ul style="list-style-type: none"> <li>• <del>Emily Bash</del> Jennifer Dellaport—January 8<sup>th</sup> <ul style="list-style-type: none"> <li>○ Part 4 (chapters 11 and 12)</li> </ul> </li> <li>• Cheryl Hill—February 12<sup>th</sup> <ul style="list-style-type: none"> <li>○ Part 5 (chapters 13 – 16)</li> </ul> </li> <li>• Melissa Lonsberry—March 12<sup>th</sup> <ul style="list-style-type: none"> <li>○ Part 6 (chapters 17-21)</li> </ul> </li> <li>• Diane Peck—April 9<sup>th</sup> <ul style="list-style-type: none"> <li>○ Part 7 (chapters 22-24)</li> </ul> </li> <li>• Becky Adams—July 9<sup>th</sup>, <ul style="list-style-type: none"> <li>○ The book will be finished, so Becky can decide what she'd like to do!</li> </ul> </li> </ul>	D. Conlon	<p>Facilitated activity and discussion</p> <p>D. Conlon lead the Board in a discussion of Part 3 of <i>Leaders Eat Last: Why Some Teams Pull Together and Others Don't</i>.</p>	
<b>12:05</b>	<b>4.0 Action Agenda</b>			
	Members Present—quick check of who is on the call	E. Bash		
	Bylaws report	K. Probert	Motion (E. Bash) / S (B. Adams)	Pages 56 and 57 plus two Word files with "ASPHN Bylaws" in

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			Motion to approve the new ASPHN Bylaws according to the file named "ASPHN 2020 Bylaws_proposed and without track changes" passed unanimously.	the file title
<b>12:20</b>	<b>5.0 Announcements/Information Oral Reports</b>			
	ASPHN Leadership/Growing ASPHN Leaders	S. Patterson	S. Patterson shared a summary of the ASPHN Leadership/Growing ASPHN Leaders survey results.	Page 12 plus Survey Results posted on HyperOffice
	National Fruit and Vegetable Alliance	M. Ellsworth	M. Ellsworth will engage the Board in discussion related to any decisions to participate as a National Fruit & Vegetable Alliance Consumption Coalition sector leader including MOU.	Pages 48 -50
	Meet a Colleague		Board members were reminded to complete the Meet a Colleague activity prior to the January board meeting.	Pages 58 and 59
<b>12:50</b>	<b>6.0 Agreement on summary bullet points for posting on the website</b>			
	<ol style="list-style-type: none"> <li>1. 15 Expanded membership applications approved.</li> <li>2. 6 Associate (two Student) membership applications approved.</li> <li>3. Motion to approve the new ASPHN Bylaws according to the file named "ASPHN 2020 Bylaws_proposed and without track changes" passed unanimously.</li> <li>4. Policy Committee actions on behalf of ASPHN since last board report:</li> </ol>			

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	Signed-on to the National Farm to School Network's federal COVID-19 policy platform calling on Congress to strengthen its support for school meal and child nutrition programs, farmers and those who feed us, Native communities, essential workers, children and families, and others who have been historically underserved and underrepresented.			
	<b>PARKING LOT (Items for further follow-up):</b>			
12:55	<b>Adjourn</b>	T. Grant		

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.