

Association of State Public Health Nutritionists – Board Meeting

January 14, 2022 11:30 am – 1:00 pm Eastern

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Meeting ID: 841 7187 1937

Passcode: 689302

Board of Directors					
Mary Ann Ellsworth (V)	P	Becky Adams (V)	P	Nikki Davenport (V)	A
Jamie Stang (V)	P	Jill Lange (V)	P	Angel Cunningham (NV)	P
Tiffani Grant (V)	P	Susie Leo (V)	P	Danielle Conlon (V)	P
Emily Bash (V)	P	Emily Moree (V)	AL	Tanya O'Connor (NV)	P
Pat Simmons (V)	P	Helen Brown (V)	P/LE	Jillian Osborn (V)	A
		Christie Kirchoff (NV)	P	Teresia Mbogori (NV)	P
Members (NV)					
Denise Chapel	AL				
Consultants (NV)					
Karen Probert	P	Michelle Futrell	A	Sandy Perkins	P
Cyndi Atterbury	P	Shana Patterson Holland	P	Emia Oppenheim	P
Martha Hagen	A	Allison McGuigan	P	Mim Gaines	A
Diane Golzynski	P	Samara Sterling	P	Janelle Clepper	AL

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	M. Ellsworth		

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
11:33	Roll Call/Quorum	E. Bash		
	Please notify Emily and Karen if you join late or leave early (Emily.bash@state.co.us and karen@asphn.org)		Quorum met with 13 number of voting members present with A. Cunningham voting on behalf of the MCH Nutrition Council and T. Mbogori voting on behalf of the Healthy Food, Active Communities Council.	
11:35	1.0 Review Agenda	M. Ellsworth		
	Approve agenda or amend then approve agenda		Motion (E. Bash) S / (S. Leo) Motion to approve agenda passed unanimously.	
11:40	2.0 Consent Agenda			
	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 (H. Brown) S / (J. Lange) Motion to approve consent agenda passed unanimously.	
	Minutes Approval – December 10, 2021	E. Bash		December 2021 Minutes
	ASPHN Member approval 1 Appointed member, 4 new General member applications and 8 new Associate (6 Student) member applications			January Packet 1 January Packet 2
	ASPHN Financial Report	C. Atterbury		Pages 2 and 3
	ASPHN Dues Collection report	C. Atterbury and A. McGuigan		Pages 4 and 5
	ASPHN Collaboration Committee	S. Patterson		Page 6

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	ASPHN Media Engagement report	J. Clepper		Pages 7 – 9
	ASPHN Membership Communication & Outreach Committee report	S. Leo, H. Brown, A. Brown, and A. McGuigan		Pages 10 and 11
	ASPHN Policy Committee report	C. Mornick, E. Moree, and M. Futrell		Page 12
	ASPHN Policy & Procedures report	A. McGuigan		Pages 13 – 16
	Children’s Healthy Weight Capacity Building Program report	S. Perkins		Page 17
	Healthy Food, Active Communities Council report	C. Hill, J. Osborn, T. Mbogori, and A. Brown		Page 18
	MCH Nutrition Council Steering Committee report	S. Perkins and N. Davenport		Pages 19 and 20
	National Fruit and Vegetable Nutrition Council report	D. Conlon, T. O’Connor, M. Lonsberry, and A. Brown		Page 21
	Health Equity Internship Program report	S. Owens		Pages 22 and 23 plus Health Equity Monthly report
	CDC-funded ASPHN 2021 Farm to ECE Capacity Building Grant (CABBAGE) report	E. Oppenheim		Pages 24 and 25
	CDC-funded ASPHN Farm to ECE Implementation Grant (FIG)	E. Oppenheim		Pages 26 and 27
	WIC Developmental Monitoring Program report	A. Brown		Pages 28 and 29
	Breastfeeding Project report	M. Hagan		Pages 30 and 31

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	Appalachian State University partnership report	T. Tagami and M. Barth		Pages 32 and 33
	BRIC – NACDD Funding Project/Partnership report	S. Patterson		Page 34
	National Fruit and Vegetable Consumption Coalition (NFVCC) liaison report	M. Ellsworth		Pages 35 and 36 and 2021 Comprehensive GAP Analysis and FVCC Meeting
	International Produce Association liaison report	M. Ellsworth		Page 37
	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	Reference Materials
11:45	3.0 Board Development			
	Simon Sinek on Trusting Teams – discussion based on information in the 9-minute video <ul style="list-style-type: none"> February—Danielle Conlon Future Meeting—Jamie Stang 	E. Bash	Discussion E. Bash led a Board Development activity and discussion of the Simon Sinek video on Trusting Teams.	Discussion questions on page 38
12:10	4.0 Action Agenda			
	Members Present—quick check of who is on the call	E. Bash		
	ASPHN 2022 Budget report – review and vote	C. Atterbury	Motion (B. Adams) S / (P. Simmons) The motion to approve the ASPHN budget for 2022 as presented passed	Page 39 plus Budget

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			unanimously.	
	ASPHN Policies and Procedures report – review and vote on new policy to accept electronic signatures	A. McGuigan	Motion (E. Moree) S / (B. Adams) The motion to approve a new ASPHN Electronic Signature Policy and Procedure passed unanimously.	Pages 40 – 42
	ASPHN Strategic Plan – review plans to secure a contractor and provide feedback	K. Probert	Review and Comment K. Probert led a review of the plans to secure a contractor to updated the ASPHN Strategic Plan. Board members agreed to move forward with this plan.	Pages 43 and 44
12:35	5.0 Announcements/Information Oral Reports			
	Fruit and Vegetable Consumption Crisis report - updates	M. Ellsworth	Update M. Ellsworth provided an update on the Fruit and Vegetable Consumption Crisis report. Board members shared feedback on how to share the information.	Pages 45 and 46
	ASPHN Media Engagement Board report – discussion	J. Clepper	Feedback J. Clepper led a discussion on ASPHN Media Engagement Board Report. The Board provided feedback on the	Pages 47 - 49

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			Report.	
	2 requests of Board members: <ul style="list-style-type: none"> • Do you have suggestions for a success story? Page 19 of the packet • Want to help with a webinar for students on March 3rd? Page 32 of the packet 		Notice M. Ellsworth made two requests/opportunities of Board members.	
12:55	6.0 Agreement on summary bullet points for posting on the website			
	<ol style="list-style-type: none"> 1. Four General membership applications approved. 2. One Appointed member approved. 3. Eight Associate membership applications including six Student member applications were approved. 4. The motion to approve the ASPHN budget for 2022 as presented passed unanimously. 5. The motion to approve a new ASPHN Electronic Signature Policy and Procedure passed unanimously. 6. Policy Committee actions on behalf of ASPHN since last board report: <ul style="list-style-type: none"> • Signed-on to the Coalition on Human Needs letter addressed to U.S. Senate in support of passing the Build Back Better Act. • Signed-on in support of Federal Nutrition Advisory Coalition letter to Dr. Lawrence Tabak (acting director of the National Institutes of Health) and CCing Drs. Jim Anderson (principal investigator on NIH grants) and Chris Lynch (Acting Director of the NIH Office of Nutrition Research), regarding funding for the NIH's Office of Nutrition Research. • Signed-on in support of Family Legal Center letter urging Senator Schumer to prioritize passage of the Pregnant Workers Fairness Act without delay. 			
	PARKING LOT (Items for further follow-up):			
1:00	Adjourn		M. Ellsworth	

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.