**Association of State Public Health Nutritionists – Board Meeting**
**January 13, 2023 11:30 am – 1:00 pm Eastern**

Join Zoom Meeting https://us06web.zoom.us/j/84171871937?pwd=TFN6WIdHL0lzSGt6STdBeFFHQkRDdz09

Join by phone: 1 346 248 7799
Meeting ID: 841 7187 1937
Passcode: 689302

January 2023 Board Packet

| | | | | | |
|---|---|---|---|---|---|
| Jamie Stang (V) | P | Cheryl Hill (V) | P | Angel Cunningham (V) | P |
| Becky Adams (V) | P | Susie Leo (V) | P | | |
| Mary Ann Ellsworth (V) | P | Emily Moree (V) | P | Tanya O'Connor (V) | P |
| Emily Bash (V) | P | Chris Mornick (V) | A | Jami Rokala (NV) | P |
| Denise Chapel (V) | P | Charlene Garcia (NV) | P | Teresia Mbogori (V) | P |
| Helen Brown (V) | P | Andile Mkhonta (NV) | P | Alison Patrick (NV) | P |
| Members (NV) | | | | | |
| Heather Harrison-Catledge | P/LE | Barbara Ann Hughes | P | Christine Sasse | AL |
| Consultants (NV) | | | | | |
| Karen Probert | P | Michelle Futrell | P | Sandy Perkins | P |
| Cyndi Atterbury | P | Shana Patterson Holland | P | Emia Oppenheim | AL |
| Martha Hagen | A | Teresa Jones | A | Mim Gaines | A |
| Diane Golzynski | P | Samara Sterling | AL | Amber Brown | A |

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 |
|---|---|---|---|---|
| | ***Timekeeper:*** | | | |
| **11:32** | **Call To Order** | J. Stang | | |
| **11:33** | **Roll Call/Quorum** | E. Bash | Quorum met with 12 voting members present. | |
| | Please notify Emily and Karen if you join | | | |

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|---|---|---|---|---|
| | late or leave early (Emily.bash@state.co.us and karen@asphn.org) | | | |
| **11:35** | **1.0 Review Agenda** | J. Stang | | |
| | Approve agenda or amend then approve agenda | | Motion (H. Brown) / S (C. Hill)<br><br>Motion to approve amended agenda passed unanimously. | |
| **11:40** | **2.0 Consent Agenda** | | | |
| | 1. If requested, move items from consent agenda to action agenda or announcements sections<br>2. Approve consent agenda which includes approving all items in this section | | Motion (B. Adams) / S (S. Leo)<br><br>Motion to approve consent agenda as presented passed unanimously. | |
| | Minutes Approval – December 9, 2022 | D. Chapel | | December Draft Minutes |
| | Emily Brinkman resigned her position as MCH Nutrition Council Chair Elect in December 2022. | E. Bash | | |
| | ASPHN Member Approval<br>6 new Associate (4 Student and 1 Retired) member and 5 new General member applications<br>• January Packet | | | January 2023 New Member Applications |
| | 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 report | S. Patterson Holland and | | Pages 6 and 7 |

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|---|---|---|---|---|
| | | C. Hill | | |
| | ASPHN Governance Committee report | A. Phipps for H. Brown | | Page 8 |
| | ASPHN Membership Communication & Outreach Committee report | S. Leo and A. Brown | | Pages 9 and 10 |
| | ASPHN Policy Committee report | C. Mornick, E. Moree, and M. Futrell | | Page 11 |
| | ASPHN Student Selection Committee report | M. Gaines | | Pages 12 and 13 |
| | Healthy Food, Active Communities Council report | J. Osborn, T. Mbogori, A. Patrick, and A. Brown | | Page 14 |
| | National Fruit and Vegetable Nutrition Council report | T. O'Connor, J. Rokala, and A. Brown | | Page 15 |
| | Health Equity Internship Program report | S. Owens | | Page 16 plus Health Equity Monthly report |
| | CDC-funded ASPHN 2021-22 Year 2 Farm to Early Care and Education (ECE) Capacity Building Grant (CABBAGE) | E. Oppenheim | | Pages 17 and 18 |
| | CDC-funded ASPHN Farm to ECE Implementation Grant (FIG) | E. Oppenheim | | Pages 19 and 20 |
| | CDC Funded- DNPAO Nutrition and Physical Activity Traineeship | T. Jones and M. Gaines | | Page 21 |
| | WIC Developmental Monitoring Program ("Learn the Signs. Act Early." LTSAE) report | A. Brown | | Page 22 |
| | Reference Materials file: Guidelines for | | Use during meeting | Reference Materials |

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| | How We Work Together, Basic Parliamentary Procedure for Motions, Board Member Directory, acronym list, 2021-2022 ASPHN Funding, and Budget | | | |
| **11:45** | **3.0 Board Development** | | | |
| | Do people have a leadership new year's resolution? Something you want to accomplish at work? Something you want to accomplish with ASPHN? Consider sharing with your colleagues the ASPHN's Courage in in Leadership Program: Personal and Professional Leadership Development | J. Stang | Discussion about leadership<br><br>J. Stang led the Board in a leadership development discussion. Board members shared their goals and leadership development activities for the new year. | |
| **12:00** | **4.0 Action Agenda** | | | |
| | Members Present—quick check of who is on the call | E. Bash | | |
| | ASPHN 2023 Budget – request for approval | C. Atterbury | Motion (E. Bash) / S (H. Brown)<br><br>The motion to approve the budget for 2023 as presented passed unanimously. | Page 23 plus ASPHN 2023 Budget |
| | MCH Nutrition Council report – request to approve a chair-elect | S. Perkins | Motion/S (MCH Nutrition Council Steering Committee)<br><br>The motion to approve the MCH Nutrition Council's nomination of Sa'Nealdra Wiggins, PhD, RDN, CHES to fill the vacant chair-elect position of the MCH Nutrition Council effective immediately, and to continue as council chair | Pages 24 and 25 |

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| | | | August 1, 2023 to July 31, 2024 and past chair from August 1, 2024 to July 31, 2025 passed unanimously. | |
| | ASPHN Governance Committee report – request for permission to solicit a president-elect nominee without previous ASPHN board experience, if necessary | K. Probert for H. Brown | Motion (H. Brown) / S (A. Cunningham)<br><br>Motion to authorize the Governance Committee to nominate an Appointed or General Member in good standing with other leadership experience in the association for the president-elect position if another candidate with previous board experience cannot be recruited passed unanimously. | Submitted via email |
| | ASPHN Collaboration Committee report – request to approve a new partner | S. Patterson | Motion/S (Collaboration Committee)<br><br>The motion to approve John Snow, Inc. - Physical Activity and Nutrition Center of Excellence (JSI – PANCE) as a new ASPHN Partner passed unanimously. | Pages 26 and 27 plus JSI-PANCE: Potential Partnership Alignment Form |
| **12:30** | **5.0 Announcements/Information Oral Reports** | | | |
| | ASPHN Collaboration Committee report | S. Patterson | Update<br><br>S. Patterson shared a presentation on the ASPHN 2022 | Page 28 plus ASPHN Partner Survey Report |

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| | | | Partner Survey Report. The survey was done in partnership with Community Evaluation Solutions. | |
| | ASPHN Strategic Plan Core Team update – monthly meetings and a draft plan with vision, mission, 3 core values, 6 goals, objectives, and strategies and potential activities | J. Stang | Update<br><br>J. Stang shared an update on the Strategic Plan Core Team that is meeting monthly to work on a draft plan. | |
| | ASPHN Annual Meeting update - June 11-13, in-person, Denver, CO | B. Adams | Update<br><br>B. Adams shared the dates and location of the Annual Meeting. B. Adams asked Board members to share speaker/session recommendations for the agenda as it is still being developed. Theme has not been finalized. | |
| | Governance Committee – ballot update (3 positions without nominees: President-elect; Healthy Food, Active Communities Council chair-elect; and Governance Committee) | H. Brown | Update<br><br>H. Brown shared there is at least one nominee for each position except 2 positions. H. Brown asked the Board to help recruit for open positions. Board members shared ideas around talking points for serving in a leadership role for recruitment and justification for organization leardership. | Page 8 |

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| **12:55** | **6.0 Agreement on summary bullet points for posting on the website** | | | |
| | 1. Six Associate member applications approved.<br>2. Five General membership applications approved.<br>3. The motion to approve the budget for 2023 as presented passed unanimously.<br>4. The motion to approve the MCH Nutrition Council's nomination of Sa'Nealdra Wiggins, PhD, RDN, CHES to fill the vacant chair-elect position of the MCH Nutrition Council effective immediately, and to continue as council chair August 1, 2023 to July 31, 2024 and past chair from August 1, 2024 to July 31, 2025 passed unanimously.<br>5. The motion to approve John Snow, Inc. - Physical Activity and Nutrition Center of Excellence (JSI – PANCE) as a new ASPHN Partner passed unanimously.<br>6. Motion to authorize the Governance Committee to nominate an Appointed or General Member in good standing with other leadership experience in the association for the president-elect position if another candidate with previous board experience cannot be recruited passed unanimously.<br>7. Policy Committee actions on behalf of ASPHN since last board report:<br>• Signed-on to the Partnership For America's Children & Coalition on Human Needs' Organizational letter calling on Congressional leaders to enhance the Child Tax Credit (CTC) and Earned Income Tax Credit (EITC) during the closing weeks of the 117th Congress.<br>• Signed-on to The United States Breastfeeding Committee (USBC)-affiliated Pasteurized Donor Human Milk Constellation's organizational letter addressed to members of Congress in support of the Access to Donor Milk Act (ADMA) of 2022, (H.R. 9196). The ADMA would help increase life-saving access to donor milk, particularly important considering the formula recall and shortage, and as part of a robust infrastructure for infant nutrition security.<br>• Signed-on in support of National Alliance for Nutrition and Activity's (NANA) Coalition Farm Bill Subcommittee's set of policy recommendations for improving nutrition security in the 2023 Farm Bill. | | | |
| | **PARKING LOT (Items for further follow-up):** | | | |
| | | | | |
| **1:00** | **Adjourn** | J. Stang | | |

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.