Association of State Public Health Nutritionists – Board Meeting

August 11, 2023 11:30 am – 1:00 pm Eastern

Join Zoom Meeting https://us06web.zoom.us/j/84171871937?pwd=TFN6WldHL0lzSGt6STdBeFFHQkRDdz09

August Board Materials

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

Becky Adams (V)	P/AL	Cheryl Hill (V)	P	Jamie Rokala (V)	P
Melissa Lonsberry (V)	P/AL	Narissa Scales (V)	P	Gbadebo Odularu (NV)	P
Jamie Stang (V)	P	Susie Leo (V)	P	Sa'Nealdra Wiggins (V)	P
Emily Bash (V)	A	Chris Mornick (V)	A	Steven Ortiz (NV)	P
Denise Chapel (V)	P	Charlene Epps (NV)	P	Alison Patrick (V)	P
Tiffani Grant (V)	P	Emilie Holloway (NV)	P	Abby Gold (NV)	A
Members (NV)					
Christine Sasse	P/LE	Heather Harrison-Catledge	P	Phyllis Allen	P
Consultants (NV)					
Karen Probert	P	Michelle Futrell	P	Sandy Perkins	P
Cyndi Atterbury	P	Shana Patterson Holland	A	Emia Oppenheim	P
Martha Hagen	A	Teresa Jones	A	Mim Gaines	A
Diane Golzynski	P	Samara Sterling	A	Amber Brown	A
Phyllis Allen	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
	Timekeeper:			
	Getting to Know Each Other Board member introductions. State your name, ASPHN	B. Adams	Introductions B. Adams arrived late to the	Page 2

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	board position, state, and a back to school memory. Then ask the next person on the list to introduce themselves.		meeting. K. Probert led the meeting prior to Call To Order. K. Probert led the Board in an activity to "Getting to Know Each Other" - Board members, Consultants, and Non-Board members introduced themselves and shared their back-to-school memory along with their ASPHN position.	
11:45	**Call To Order**	B. Adams		
11:46	**Roll Call/Quorum**	C. Epps	Quorum met with 10 voting members present (7 voting members needed to meet quorum).	
	Please notify Emily and Karen if you join late or leave early (Emily.bash@state.co.us and karen@asphn.org)			
	Voting Board Members and Making Motions	K. Probert	Review Council Chair (1 vote per council) if Council Chair is absent, chair elect can vote. All board members can participate in dialogue. Consultants are there for questions, facilitate dialogue, and assistance.	Reference Materials, page 2

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			K. Probert reviewed and provided PG 2 (reference materials about making motions - "Basic Parliamentary Procedure Motions").	
11:55	**1.0 Review Agenda**	B. Adams		
	Approve agenda or amend then approve agenda		Motion (J. Stang) / S (S. Leo) Motion to approve agenda passed unanimously	
12:00	**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 (C. Hill) / S (A. Patrick) Motion to approve consent agenda passed unanimously	
	Minutes Approval – July 14, 2023	E. Bash		July Draft Minutes
	ASPHN Member Approval 3 new Associate (1 Student) member and 5 new General member applications • August Packet			
	ASPHN Financial report	C. Atterbury		Pages 3 and 4
	ASPHN Committee Chair Appointments	B. Adams		Pages 5 and 6
	ASPHN Collaboration Committee report	S. Patterson Holland and C. Hill		Page 7 plus Partner & Liaison List and Workplan Update
	ASPHN Membership	S. Leo and A.		Pages 8 and 9

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	Communication & Outreach Committee report	Brown		
	ASPHN Policy Committee report	C. Mornick, E. Moree, and M. Futrell		Pages 10 and 11
	ASPHN Student Engagement Workgroup report	M. Gaines		Page 12
	ASPHN Student Selection Committee report	M. Gaines		Page 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, G. Odularu, and A. Brown		Page 15
	MCH Nutrition Council report	A. Cunningham, S. Wiggins, and S. Perkins		Pages 16 and 17
	Health Equity Fellowship Program report	S. Owens		Page 18 plus Health Equity Monthly report
	WIC Developmental Monitoring Program ("Learn the Signs. Act Early." LTSAE) report	A. Brown		Pages 19 and 20
	International Fresh Produce Association liaison report	M. Ellsworth		Page 21
	National Fruit and Vegetable Consumption Coalition (NFVCC) liaison report	M. Ellsworth and K. Probert		Page 22
	National Salt and Sugar Reduction Initiative (NSSRI) report	C. Sasse		Page 23

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	Reference Materials file: Guidelines for How We Work Together, Basic Parliamentary Procedure for Motions, Board Member Directory, acronym list, 2021-2022 ASPHN Funding, and Budget		Use during meeting	Reference Materials
12:05	**3.0 Board Development**			
	Board Meeting Orientation – Board Meetings	K. Probert	K. Probert reviewed content in the orientation training on Board Meetings. S.Wiggins asked if board members are allowed to have conversations via chat or must conversation happen verbally. K. Probert answered that the discussions in chat can happen but will also need to be raised verbally to give everyone the opportunity to participation or learn information. Summary bullet points are on the ASPHN website. K. Probert went over Board Development and what previous Presidents have done over the years.	Board Meetings PowerPoint
12:25	**4.0 Action Agenda**			
	Members Present—quick check of who is on the call	C. Epps		
	Guidelines for How We Work Together – review and discuss,	B. Adams	Review	Page 24

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	follow-up email to solicit input, and plan for board approval or amendments in September		K. Probert reviewed Guidelines for How We Work Together. Revised 2yrs ago to emphasize equity and inclusion. K. Probert will email to the board for questions, comments, or suggestions to revise add/sub information and will be brought back during September meeting for approval. B. Adams requested an email to be sent to board members to review and revise Guidelines for How We Work Together. Board approval and amendments to be discussed in September board meeting.	
12:30	**5.0 Announcements/Information Oral Reports**			
	June 9-11, 2024 Annual Meeting Planning Committee – solicit ideas and volunteers	M. Lonsberry	Reminder and Request M. Lonsberry will be working with C. Atterbury in the Annual Meeting Planning Committee. Any suggestions for the meeting to email M. Lonsberry; location is TBA M. Lonsberry requested for board members to email her regarding	

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			suggestions/questions for the Annual Meeting Planning Committee.	
12:40	**6.0 Agreement on summary bullet points for posting on the website**			
	1. Three new Associate member applications approved. 2. Five General membership applications approved. 3. Policy Committee actions on behalf of ASPHN since last board report: • *ASPHN MCH Nutrition Council Steering Committee* in collaboration with the Policy Committee's Co-Chairs Chris Mornick and Emily Moree, submitted ASPHN comments to HRSA on the MCHB Information Collection Request Title: Title V Maternal and Child Health Services Block Grant to States Program: Guidance and Forms for the Title V Application/Annual Report, OMB No. 0915-0172-Revision. (Posted in Basecamp) • Submitted comments on behalf of ASPHN to the FDA in support of its 30-day Notice Regarding Quantitative Research on Front of Package Labeling (FDA-2023-N-0155). Pursuit of this research will aid in the selection of an evidence-based front-of-package (FOP) labeling scheme that will help consumers quickly and easily identify foods and build healthy eating patterns. • Signed on in support of the Center for Science in the Public Interest letter opposing policy rider (Sec. 762) included in the final House FY24 Agriculture, Rural Development, Food and Drug Administration, and Related Agencies spending bill (FY24 agriculture spending bill). • Signed on to the Center for Science in the Public Interest's comments addressed to the Department of Health and Human Services, Food and Drug Administration in support of FDA's proposed Quantitative Research on Front of Package Labeling (FDA-2023-N-0155).			
	PARKING LOT (Items for further follow-up):			
12:45	**Adjourn**	B. Adams		

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.