

Association of State Public Health Nutritionists – Board Meeting

November 8, 2024 11:30 am – 1:00 pm Eastern

Join Zoom Meeting <https://us06web.zoom.us/j/84171871937?pwd=TFN6WldHL0lzSGt6STdBcFFHQkRDdz09>

[November Packet](#)

Join by phone: 1 346 248 7799

Meeting ID: 841 7187 1937

Passcode: 689302

Melissa Lonsberry (V)	P	Narissa Scales (V)	P	Gbadebo Odularu (V)	P
Becky Adams (V)	P/LE	Leslie Lewis (V)	P	Marianne Lindgren (NV)	P
Cheryl Hill (V)	P	Jamie Stang (V)	P/LE	Steven Ortiz (V)	P
Emily Bash (V)	P	Julie Sunderman (V)	P	Praise Tangbe (NV)	AL/LE
Denise Chapel (V)	P	Elizabeth Brandley (NV)	P	Abby Gold (V)	P/LE
Tiffani Grant (V)	P	Charlene Epps (NV)	P	Amanda Harner (NV)	P/LE
Members (NV)					
Ivan Zacarias	P/LE	Heather Harrison Catledge	P	Martha Henze	P
Consultants (NV)					
Karen Probert	P	Emia Oppenheim	P	Michelle Futrell	P/LE
Cyndi Atterbury	P	Shana Patterson Holland	P	Phyllis Allen	P
Amber Brown	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	M. Lonsberry		
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 voting members present.	

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
11:35	1.0 Review Agenda	M. Lonsberry		
	Approve agenda or amend then approve agenda – you are proposing a different order which moves the Action Agenda right after the Consent Agenda		Motion (J. Stang) / S (E. Bash) 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 2. Approve consent agenda which includes approving all items in this section		Motion (C. Hill) / S (L. Lewis) Motion to approve consent agenda passed unanimously.	November Board Packet
	Minutes Approval – October 11, 2024	E. Bash		October Draft Minutes
	ASPHN Member Approval 2 new General member and 10 new Associate (1 Student) member applications • November Packet			
	ASPHN Collaboration report	S. Patterson Holland, N. Scales, and J. Sundermann		Pages 2 and 3 plus Work Plan & Liaison Responsibilities
	ASPHN Governance Committee report	T. Grant, A. Phipps and K. Probert		Page 4
	ASPHN Policy Committee report	C. Mornick, J. Stang, and M. Futrell		Pages 5 and 6
	Children’s Healthy Weight Capacity Building Program (Capacity Building Program) report	S. Perkins		Pages 7 and 8

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	MCH Nutrition Council report	S. Ortiz and S. Perkins		Pages 9 and 10
	CDC-funded ASPHN 2024-25 Farm to Early Care and Education (ECE) Technical Assistance report	E. Oppenheim		Page 11
	USDA-funded FARMWISE Project report	E. Oppenheim		Pages 12 and 13
	Developmental Monitoring for WIC Program ("Learn the Signs. Act Early." LTSAE) report.	A. Brown		Page 14
	Breastfeeding Project report	M. Hagen		Page 15
	Reference Materials file: Guidelines for How We Work Together, Basic Parliamentary Procedure for Motions, Board Member Directory, acronym list, 2022-2023 ASPHN Funding, and Budget		Use during meeting	Reference Materials
11:45	4.0 Action Agenda			
	ASPHN Policy Committee report – ASPHN comments to Dietary Guidelines Advisory Committee	M. Futrell	Motion (A. Gold) / S (C. Hill) Motion to approve submitting the ASPHN comment letter on the 2025 Dietary Guidelines for American Scientific Committee activities and outcomes (accompanying letter) addressed to Janet M. de Jesus, MS, RD, Office of Disease Prevention and Health Promotion, Office of the Assistant Secretary, Department of Health and Human Services passed unanimously.	Pages 16 and 17 plus ASPHN DGA Comment Letter
	United States Breastfeeding Committee	K. Stader and	Motion (G. Odularu) / S (D.	Pages 18 and 19

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	liaison report – membership dues	M. Hagen	Chapel) Motion to approve \$113 payment to U.S. Breastfeeding Committee (USB) from unrestricted/general funds for five years membership dues and renewal application to USBC passed unanimously.	
12:00	3.0 Board Development			
	Share Out – MCH Nutrition Council Inclusion, Diversity, Equity, & Accessibility (IDEA) Work Group with Ivan Zacarias and Steven Ortiz	I. Zacarias and S. Ortiz	Update S. Ortiz shared updates on the MCH Nutrition Council IDEA Coordinator position's roles and responsibilities. I. Zacarias shared information about the role and a current project related to terminology and the plans to make it a living document. Currently it is in Basecamp and only accessibly by the MCH Nutrition Council Committee. Board members provided input on if the resources should be internal or public facing and how to share it.	
12:15	5.0 Announcements/Information Oral			

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	Reports			
	Nov 2024 CC-Informational Oral Board Report	S. Patterson Holland, N. Scales, and J. Sundermann	Learn S. Patterson shared a presentation on the ASPHN 2024 Partner Survey Summary including introduction, responding organizations, comparison to previous year's surveys, and results.	Page 20 plus ASPHN Partner Survey Summary
	ASPHN Midyear Meeting report – reminder, update, solicit volunteers to work on agenda	K. Probert	Review and Respond K. Probert shared background information on the in-person midyear meeting of the Board of Directors including potential agenda topics and solicited feedback and volunteers to assist in setting the agenda.	Page 21
	Form 990 – announce that a review of the form happens immediately after the board meeting is adjourned			Pages 22-26 plus another to be sent under separate cover
12:35	6.0 Agreement on summary points for posting on the website			
	1. Two General membership applications approved. 2. Ten Associate membership applications approved. 3. Motion to approve submitting the ASPHN comment letter on the 2025 Dietary Guidelines for American Scientific Committee activities and outcomes (accompanying letter) addressed to Janet M. de Jesus, MS, RD, Office of Disease Prevention and Health Promotion, Office of the Assistant Secretary, Department of Health and Human Services passed unanimously. 4. Motion to approve \$113 payment to U.S. Breastfeeding Committee (USB) from unrestricted/general funds for five years membership dues and renewal application to USBC passed unanimously.			

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	PARKING LOT (Items for further follow-up):			
	Midyear meeting planning			
12:37	Adjourn	M. Lonsberry		

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.