

**CCLHDN Board Call Agenda**

**Thursday March 24, 2016**

9:00 – 10:30 am

Conference Line: (712) 432-1212 Host PIN: 5751 Meeting ID: 583-662-887

**2014-15 Voting Board Members**

Elaine Emery, President  
Steve Baldwin, President-Elect  
April Jurisich, Treasurer  
Sahra Pak, Membership Secretary  
Laurie Somerhausen, Past-President

**Committee Chairs**

Conference – Nayan Patel  
Communications – Nori Grossmann  
  
Policy – Niaomi Heprich

**State Staff**

Jake Hanson

Time	Agenda Issue	Purpose	Discussion Lead	Decision /Action Steps
9:00	Roll Call			Elaine Emery, Steve Baldwin, April Jurisich, Laurie Somerhausen, Nayan Patal, Niaomi Heprich, Jake Hanson
9:05	<b>Committee Reports:</b> <ul style="list-style-type: none"> <li>❖ Conference</li> <li>❖ Communications</li> <li>❖ Policy</li> </ul>	Update/ Discussion	Nayan Nori Niaomi	<b>Nayan:</b> Working to get the timing down for the conference and finalize the agenda. Wants to confirm who from CCLHDN will do the welcome and who will do the closing. Elaine to do the welcome and Steve to do the closing. Items for topics and breakout sessions are set. Michelle Simon is set to do a breakout session and feels an hour and a half is sufficient amount of time. Laurie was concerned about the small number of breakouts, but agrees it will work better. She feels the conference is taking a risk about this, but will make the group for Michelle more intimate. Membership breakfast will stay at The California Endowment to reduce moving around. The breakfast is scheduled for May 5 <sup>th</sup> at 8:15-9:15. The earliest entry into the endowment is 7:40am. So far, there are 57

				<p>registrants. The Washington Inn is fully booked. Jake will follow up with Nico. Nico reserved 20 more rooms, split at the Executive Inn and Best Western. The celebration event is set for Mad Oak - May4th, 4:30pm-6:00pm. Nayan will visit the endowment to establish logistics for food and set up. There will be a slideshow and photo booth set up to take pictures and reminisce about the past. A call for photographs has been sent out to collect. Imperfect Produce will provide fruits and vegetables to conference attendees for their participation and serve as a takeaway. This fits well into the overall budget and compliments the nutritionists theme. Nayan to work on who will do opening remarks on the second day and the introduction for Michelle Simon. The member vote for the new slate will occur during the lunch on the second day. 50<sup>th</sup> celebration banquet will serve appetizers for up to 50 people. Consensus is that the banquet should be immediately after the day 1 conference, 4:30pm-6:00pm. <b>Niaomi</b>: Met with the policy committee in February and they looked into APHA, WIC, and BANPAC to discuss what policies they are working on. Elaine went to the milk bank conference in Sacramento. Looking for ideas to support our ideas. Market match is another intriguing idea.</p>
9:30	<p><b>President Report</b></p> <ul style="list-style-type: none"> <li>Review agenda for Board meeting and member meeting</li> </ul>	Update/ Discussion	Elaine	<p><b>Elaine</b>: To talk to individuals about the nomination committee. She will circulate to establish. Ideally this should have been done previously. By laws state that this should take place before the conference. The membership meeting will make a mention about the members voting. She will ask officers to report back and ask the board to report. Member voting will take place during the lunch on the second day. This would be good to get on the</p>

				website. Sent out a pre-conference agenda for the strategic planning process for the board on May 3 <sup>rd</sup> .
9:45:	<b>Officer Reports:</b> President-Elect Report Treasurer Report Membership Report Past President	Updates	Steve April Sahra Laurie	<b>Steve:</b> No updates. Looks like the hotel situation is working out. <b>April:</b> Paid Michelle Simon the first part of her contract. Worked with Nayan about Imperfect Produce for purchase for the conference. Need to deposit checks. Worked with Nico to cross check what counties have paid.
10:15	<b>CDPH staff report</b>	Updates	Jake	<b>Jake:</b> Need to clarify name for the banquet to be placed on the agenda. The conference will be announced in the all LHD Newsletter. Nico is working with the hotels to get them squared away. Will circulate the menu to the board from 310 eatery and get feedback. Will verify with 310 eatery about food for 50 and clarify what the budget will be. Will scan through Constant Contact to help eliminate the amount of bounce backs from the e-mail blasts. .
10:25	<b>Action Item Review, Next meeting agenda - April 28</b>		Elaine	<b>Do we want to schedule 2 meetings before conference (April 14 and 28?)</b> Should there be another call before the conference. Planning committee meets every week. This should allow for issues to be resolved. Next meeting to be April 14 <sup>th</sup> . Possibly an ad hoc on April 28 <sup>th</sup> . An e-mail to follow and confirm meeting for <b>April 14<sup>th</sup> at 9:00am-10:30am.</b>