

CCLHDN Board Call Agenda

Thursday May 19, 2016

9:00 – 10:30 am

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

2015-16 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/Agenda Review		Sahra	Elaine, Steve, April, Jake, Nori, Niaomi
9:10	Committee Reports: <ul style="list-style-type: none"> ❖ Conference ❖ Communications ❖ Policy ❖ Nominating 	De-brief	Nayan Nori Niaomi Elaine	<p><u>Policy Committee Update, Niaomi:</u> Work with Ashley and Fatinah to develop policy group process. Ellen and Avtar may continue.</p> <p><u>Nomination:</u> -<u>President-elect:</u> Maridet -<u>Secretary:</u> Nayan, Rhea, Jaime Flores, Laura McEwin (Humboldt)</p> <p><u>Communications Committee, Nori:</u> Communications team met at the conference. Newsletter is not getting a lot of response but thought perhaps use Constant Contact and send quarterly updates, show case a county with a photo and a blurb on the website. Jessica from Leah's Pantry thought about using Facebook or Twitter to increase participation and reach. Could Jake manage the</p>

				<p>Facebook/Twitter for CCLHDN? Jessica can set it up but someone needs to manage.</p> <p>Eat Fresh (Jessica) asked if CCLHDN members (RDs) would be able to volunteer for the Eat Fresh program's "Ask a Dietitian". From this, Nori thought that there is no listserv, can we have one for CCLHDN?</p> <p>Steve thought that it could be an added value piece. Someone may need to act as a filter so that the posts are kept relevant and appropriate. Let's discuss and vote off-line, to follow up and work with Nori/others to come to a decision. We need to incorporate this into the strategic plan in the next couple of months so the Board will look into incorporating the listserv idea. Constant Contact/Newsletter idea as well need to be incorporated into the strategic plan.</p>
9:30	Officer Reports: President President-Elect Report Treasurer Report Membership Report Past President		Elaine Steve April Sahra Laurie	Share sign-up lists-Elaine sent out the sign-up lists to the Board via email.
9:45	CDPH staff report	Updates	Jake	<p>Conference recap occurred last week. Ideas for changes, what worked, what can be changed. Jake uploaded the meeting summary. Received 38 responses for the survey so far. Survey evaluation will be sent by 5/24. Full report and summary will be sent to the Board.</p> <p>Constant Contact member list is updated. Will be in contact with Lacey and will get the CCLHDN website updated. Began member</p>

				<p>survey to help guide the strategic planning process. Will get this out by the end of the month. Started the process but would like the Board's input on finalizing the questions.</p> <p>Still having issues with Constant Contact, will need to resolve this so that emails go out to all intended.</p>
10:00	Strategic Planning Meeting Plans/Date/Location?		Steve	<p>Need to review dates to set up the Strategic Planning Meeting dates in July/early August. Steve will send out potential dates but need to settle who will be on the Board.</p> <p>Steve will draft a tentative timeline, and send out to the Board as well as location suggestion.</p> <p>Sahra will send Jake the membership forms (completed from 2016) via email.</p> <p>Hold call on June 2nd 9am proposed from Steve.</p> <p><u>Others:</u> Constant Contact Issue List of members List of conference attendees Executive Inn and Suites: April has not heard back from Nico so Jake will follow up with him regarding the Gap Cost or Cost Differential issue. Steve recommended any agreement or waive of fees to be received in writing.</p>