

**CCLHDN Board Call Agenda**

**Thursday, August 18, 2016**

9:00 – 10:30 am

<https://attendee.gototraining.com/r/3182971090336622593>

Conference Line: (510) 365-3332 Access Code: 507-157-432

**2015-16 Voting Board Members**

Steve Baldwin, President  
Maridet Castro Ibanez, President-Elect  
April Jurisich, Treasurer  
Jaime Flores, Membership Secretary  
Elaine Emery, Past President

**Committee Chairs**

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

**State Staff**

Jake Hanson

Time	Agenda Item	Discussion Lead	Notes/ Action Steps
9:00	Roll Call/Agenda Review	Steve	<ul style="list-style-type: none"> <li>Steve, Maridet, Elaine, Jaime, Jake, April, Nayan and Niaomi were present.</li> </ul>
9:10	<b>Committee Reports:</b>		
	❖ Conference	Steve/ Nayan	<ul style="list-style-type: none"> <li>Want to focus on leadership and have the conference in LA this year.               <ul style="list-style-type: none"> <li>Consider TOP training- Jake is meeting with a TOP trainer later this afternoon to discuss logistics and will connect with Nayan about the results of the meeting.</li> </ul> </li> <li>Can no longer piggyback on the Obesity Conference because USDA is going to be holding a pre-conference workshop.</li> <li>Timeframe- Late April and early May               <ul style="list-style-type: none"> <li>CCLHO conference is May 3-5<sup>th</sup> so can't have our conference on those days</li> </ul> </li> </ul>

			<ul style="list-style-type: none"> <li>• Would like 1.5 days of conference with a 1 hour business meeting at the beginning of day 2.</li> <li>• Check CA Endowment availability. Steve will send LA's contact name at TCE and Nayan will follow-up when she returns from vacation in 2 weeks.</li> <li>• Will have CSUS available to help with conference logistics again this year.</li> </ul>
	❖ Communications	Steve	<ul style="list-style-type: none"> <li>• Nori has been the communications chair for three full years and this is her fourth year. After this year she will look for other opportunities to stay involved.</li> <li>• Communications committee will work on launching a listserv and developing a social media plan.</li> </ul>
	❖ Policy	Steve/ Niaomi	<ul style="list-style-type: none"> <li>• Continue to monitor and track relevant PH legislation.</li> <li>• Prepare monthly talking points of legislation that is relevant and important for CCLHDN to support to share with CCLHO.</li> <li>• Draft any letters of support for legislation that CCLHDN wants to support.</li> <li>• Develop a legislative calendar showing how a bill moves through the system to become a law. <ul style="list-style-type: none"> <li>○ Potentially offer as a webinar or as a session at the conference.</li> </ul> </li> </ul>
	❖ Bylaws	Steve/ Elaine	<ul style="list-style-type: none"> <li>• Steve reached out to Leah Northrop with CDPH, but she did not have any suggestions for an attorney we can use.</li> <li>• Quote from Laurie's lawyer was a discounted rate of \$200/hour. <ul style="list-style-type: none"> <li>○ Laurie asked Steve if she can send CCLHDN's bylaws to her Lawyer to get a better estimate of how much time the lawyer thinks</li> </ul> </li> </ul>

			<ul style="list-style-type: none"> <li>o reviewing our bylaws will take. Steve approved.</li> <li>o Elaine will work on listing out the bylaw questions for the lawyer to make the meeting as efficient as possible.</li> </ul>
	❖ Nominating		<ul style="list-style-type: none"> <li>• Current members are Niaomi and Gail.</li> <li>• Need to replace Maridet now that she's on the board.</li> <li>• May potentially need to replace Gail too if she doesn't have time for this committee this year.</li> <li>• Recruit for nominating committee members and open positions through this year's conference attendee list.</li> <li>• Consult with lawyer if we want to leave standing nominating committee in the bylaws. <ul style="list-style-type: none"> <li>o We should also appoint a chair for this committee.</li> </ul> </li> <li>• Consider adding to committee duties- membership engagement/ networking and promoting the value of CCLHDN.</li> </ul>
9:30	<b>Officer Reports:</b>		
	❖ President	Steve	<ul style="list-style-type: none"> <li>• Leah Northrup invited Steve to participate in a Chronic Disease call on November 30<sup>th</sup> to talk about our priorities for this year.</li> <li>• Leah's on board with membership survey.</li> <li>• No affiliate reports for CCLHO's September's meeting, but can talk about survey on October 5<sup>th</sup> at semi-annual in person CCLHO meeting. Steve and Maridet planning to attend as it is taking place in the LA area.</li> <li>• If membership survey is sent out by the</li> </ul>

			end of August, Leah can send out an email to CCLHO in September and then Steve can talk about it at the following two CCLHO meetings.
	❖ President-Elect	Maridet	<ul style="list-style-type: none"> <li>No updates.</li> </ul>
	❖ Treasurer	April	<ul style="list-style-type: none"> <li>We've received a few more memberships and April will work on board reimbursements soon.</li> </ul>
	❖ Membership	Jaime	<ul style="list-style-type: none"> <li>Will work on beautifying membership one-pager next week.</li> </ul>
	❖ Past President	Elaine	<ul style="list-style-type: none"> <li>No updates.</li> </ul>
9:55	<b>CDPH staff report</b>	Jake	<ul style="list-style-type: none"> <li>Jake and Steve will talk to figure out the best time for the next call. Steve will reach out to Jake to review late next week (subsequently call scheduled for Friday 8/26)</li> </ul>
10:00	<b>September monthly call</b>	Steve	<ul style="list-style-type: none"> <li>Look for email regarding next meeting date and time.</li> </ul>