

CCLHDN Board Call Agenda

Thursday June 30, 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	Lead	Decision /Action Steps
9:00	Roll Call/Agenda Review		Sahra	Elaine, Steve, April, Sahra, Maridet, Jaime, Nayan, Jake
9:10	Committee Reports: <ul style="list-style-type: none"> ❖ Conference ❖ Communications ❖ Policy ❖ Bylaws 	De-brief	Nayan Nori Niaomi Elaine	<ul style="list-style-type: none"> – Elaine explained how the Board call conference call structure (as laid out on this agenda). The new Board can change the format or strategy, at the retreat the bylaw will be reviewed and can change content/format of the call, etc. – Conference: Nayan asked if the conference broke even or lost/gained? <ul style="list-style-type: none"> o April: Can't answer that for sure, need the final invoice from CSU to see if they stayed within budget. Jake does not know but thought CSU was staying within the budget, Steve remembers that to be the case as well. o \$8,084 was the total for conference so far but there are some other items that April has not paid for. Conference income (not backing out PayPal fee) \$17,275 (include service fee). Missing income from 7 people (unpaid attendees) with total \$2,910. County that has not paid yet: Contra Costa, Monterey, Orange County, Kings County (?). April has emailed the aforementioned counties. If April is not successful, Board members will

				<p>reach out to counties.</p> <ul style="list-style-type: none"> ▪ The above counties were supposed to pay by 6/2. Some counties, accounting closed but will re-open on 7/1. – \$20,000 income, \$8,000 in expense (if above current approximation is applied) so may have made about \$12,000. – CSU follow up: April to email Laurie to find out contractual agreement regarding invoicing/payment. – Steve: Hope to start planning and organizing the conference earlier this year, the Board meeting should be about mid-August so will connect with Nayan asap after this time.
9:30	<p>Officer Reports: President President-Elect Report Treasurer Report Membership Report Past President</p>		<p>Elaine Steve April Sahra Laurie</p>	<ul style="list-style-type: none"> – Elaine: Would like to add a language about adding the word “participation” instead of “attendance” so that in case that we tag onto the Obesity Conference and not able to do a physical meeting, members can call in rather than physically attend a face-to-face meeting. – Elaine: Will contact Laurie and possibly Denise Kirnig to find out whether CCLHDN need to consult an attorney to make sure the changes will not affect the non-profit status. – Follow up from last meeting: Nori’s request for the Board to decide whether we would support Eat Fresh “Ask the Dietitian” request for RDs to be sent out from our Constant Contact mailing list. <ul style="list-style-type: none"> ○ Sahra will follow up: How often, who would the RD represent (if for county, must vet with higher, volunteer or paid position, who is responsible for the response, must be SNAP friendly). <p>Steve (President-Elect): Thanked the outgoing Board member as well as Elaine and April for the opportunity to work together for the past year. <u>Retreat update:</u> Long Beach, hotel address and confirmation, draft agenda was sent out to attendees.</p>

				<ul style="list-style-type: none"> - Steve asked the members attending the retreat to think creatively prior to the retreat about what dietitians can do for public health, may need to think bigger than 1 or 2-year timeframe. If CCLHDN could be anything what could it be to support public health in CA. - Planning call request before 8/4 so that the agenda/content can be developed (with Maridet and Elaine. April and Jaime are welcome but not mandatory). Week of the 18th looks good for this call. <ul style="list-style-type: none"> o Retreat attendees: To think about Steve's question and think creatively and expansively so that the new ideas can be incorporated into the strategic plan. <p>April (Treasurer): Conference line is Sahra's line so Board will need to find another line. Go to Meeting has been provided by the State so Jake will ask the State whether the Board calls for CCLHDN can use the line.</p> <ul style="list-style-type: none"> - Reimbursement steps for the retreat: each individual to check with own County on policy and procedure (e.g. paying it on own and getting reimbursed or have to go through the regular county route) - Will plan on looking for BOA in Long Beach area so we can transfer/add Steve and Maridet on the account and remove Elaine. <p>Sahra (Secretary): Has added Maridet and Jaime to the Dropbox account/folder so that they have access to CCLHDN materials.</p> <p><u>Other comments:</u> Steve: Need to think about next year's Board now so that there's no last-minute decisions, not wait until January or February but to think about it when the Board is in office. Steve: To email out dates for the 7/18th week planning call.</p>
9:45	CDPH staff report	Updates	Jake	<p>Jake (CDPH): Sent out two e-mails regarding membership dues for 16-17 using the updated membership form and</p>

				announcing the new board. The membership form was sent to all county representatives and the board member update was sent to the current individual voting members.
10:00	Strategic Planning Meeting Plans/Date/Location		Steve	See above under Steve's update.