

AR SOPHE Executive Committee

February 20, 2014

Present on Conference Call: Brandi Roberts, Dana Smith, Quinyatta Mumford, Kaye Murry, Barbie Brunner, Emily Gordon, Alison Rose, LaTonya Bynum

Regrets: LaShonda Norris, Carrie Poston, Sara Daniel, Carla Gilbreath, Janice Ray, Kim Miller, Duston Morris

Call to Order

Dana called the meeting to order at 11:37 AM and chaired the meeting in LaShonda's absence.

Review of Previous Meeting Minutes

Emily motioned (Kaye second) to accept minutes from October meeting; motion passed.

Officer Reports

- Emily (VP) - CECH hours available via events taking place at UAMS. Information available on SOPHE web site.
Dana (Treasurer) - Proposed budget for calendar year 2014 was provided to members via email in advance of meeting. Proposed expenses are similar to previous years. Portions of the National Delegate's trip have been prepaid. Anticipated income is similar to previous years as well. Alison moved (Barbie second) to accept proposed 2014 budget; motion passed.
- Alison (Secretary) –Due to problems with Comcast email, which included inability to delete users from the contact list, Dana has opened G-Mail account. Latonya Bynum discussed her suggestion to form a SOPHE list serv for members to exchange information. Dana identified Google Group, and she and Emily, Latonya, with other colleagues, have tested utility. Terms of Use have been drafted (Emily, Alison, Latonya reviewed), will be sent to EC for further review, and will be agreed upon by users. List serv will only be open to SOPHE members. SOPHE would retain option to remove members who don't adhere to agreed terms. Users can opt whether to receive messages at the time of posting or receive a weekly digest. Dana will send invite via email with instructions for choosing options. Latonya motioned to move forward with list serv creation (Emily second);motion passed.
- LaTonya (Grants) – Requested feedback from Executive committee regarding development of this Member-at-Large position. LaTonya plans to meet with Misty Paschall (outgoing MAL-Grants) for additional ideas.
- Quinyatta (Conference) – speakers for 3/14 conference are all confirmed; 35 registrations to date; will finalize agenda and add to web site, then request email to membership. Q will contact nursing CNE provider to publicize to nurses. Kaye will share with CHPS and CHNS. An addition this year is a service project asking all registrants to bring a canned food item for donation to the

AR Rice Depot backpack program, which provides backpacks full of food home on Fridays and prior to holidays to ensure food availability out of school hours.

- Kim (Membership) – Dana reported for him that 96 membership renewal notices have been sent. A request from the field to provide a “health education in Arkansas” brief will be addressed with Quinyatta taking the lead and Emily assisting.
- Janice (Awards) – In Janice’s absence, the group discussed the student scholarship, for which applications are typically solicited in November. As one was not issued in November ’13, the group agreed to work toward solicitation and award prior to the fall ’14 semester.
- The following officers had no issues for discussion at this time: Barbie (Historian); Brandi and Duston (Professional Prep); Kaye (Bylaws); Sara (President-Elect); Carrie (Past President); Carla (National Delegate).

The next meeting of the Exec Committee will be held at the AR SOPHE conference March 14.