



Arkansas Society for Public Health Education
Executive Committee Meeting
July 28, 2014
11:00 a.m.

-Minutes-

I. Welcome and Accepting of Minutes from last meeting

Present: Alison Rose, LaShonda Norris, Carla Gilbreath, Dana Smith, Emily Gordon, Kim Miller, Quinyatta Mumford, Brandi Roberts, LaTonya Bynum, Carrie Poston, Sara Daniel

Minutes from the February 2014 meeting were distributed electronically prior to the meeting and approved by majority during the call.

II. Officer Reports

President (LaShonda Norris) – No report

Past President (Carrie Poston)

- Slate of officers includes 1-2 vacancies and will be sent prior to fall meeting
- Send suggestions to Carrie for Historian and Professional Preparation positions

President-Elect (Sara Daniel)

- Has taken a new role with Arkansas Tech University
- Requested support from group during transition

Vice President(Emily Gordon) – No report

Treasurer (Dana Smith)

- Approximately \$7,000, which is a strong balance for the organization.
- Recent conference generated \$3,900 (up from \$2200-\$2500 in past years)

Secretary (Alison Rose) – No additional report (see below)

Historian (Barbie Brunner) – Unable to attend

National Delegate (Carla Gilbreath)

- Carla attended House of Delegates meeting – goal is to increase student enrollment in state chapters and national organization
- Group discussed “student” as defined by conference registrations and membership dues. Dana and Kim will draft a common definition and bring to the general membership meeting in the fall.
- Carla will be working to draft the annual report with help from LaShonda and Dana
- Next conference is April 23-25 in Portland, OR

MAL: Prof Prep (Duston Morris and Brandi Roberts) – No report

MAL: Awards (Janice Ray) – Unable to attend

- Dana reminded group that student scholarship is planned for the fall term.
- LaShonda will reach out to Janice to discuss plans for issuing application and instructions.

MAL: Bylaws (Kaye Murry) – Unable to attend

MAL: Grants (LaTonya Bynum)

- Seeking suggestions on how to identify appropriate grant opportunities
- Will review AR SOPHE strategic plan for ideas related to needs

MAL: Conference (Quinyatta Mumford)

- Quinyatta has emailed group for suggestions for themes and topics for upcoming conference
- First planning meeting for 2015 will be held in August

MAL: Membership (Kim Miller)

- 104 current members
- Selected members of the Executive Committee are not current Arkansas SOPHE members; Kim has sent multiple reminders; LaShonda will follow up to remind them of bylaws and request renewal of membership or voluntary termination of duties.

III. Toolkit (Carla Gilbreath)

- Timeline was too tight for our chapter to participate in development of new toolkit.
- LaShonda offered letter of support to National SOPHE for inclusion with grant proposal.
- New toolkit is available – Health Cafe .
- Jacquie Rainey has several toolkits on diabetes and is willing to share with anyone interested. Let Carla know and she can coordinate. Carla will send out via list serv and get toolkits to Quinyatta for sharing with Diabetes Advisory Council.

IV. List serve (Alison Rose)

- Alison will resend instructions via e-mail to include sign-up instructions and how to find and use the site.
- EC members will strive to post one message per month.

V. Other Business

- Next general membership meeting – Tuesday, October 28 at the American Cancer Society (901 N. University) in Little Rock with lunch served and conference call capability.
- With no additional new business, the meeting concluded at 11:55 AM.

Chair: LaShonda Norris

Scribe: Alison Rose