

Meeting Minutes

In Attendance: Sarah Powell, Kimberely Boren, Becky Adams, Andi Ridgway, and Taniesha Richardson, and Vanessa Krause.

1. ARCOP Business Updates

- Review and Vote on previous meeting minutes – Tanisha voted to accept and Kim seconded.
- Treasury Report – no report. Katrina and Becky to get together to create a plan for the Treasury position.
- Need to get Joy to April meeting so we can recognize her work and give picture.
- Need Katrina at March 25th Board meeting to present on portal and login information.
- Organizational Updates (Plan for SWOT Analysis of BOD/AC in August) - Anna Haver, people who have been through training Lauren Morris – who does that training might be good to facilitate?, UALR SW students, HHI person, any health educator should be able to do this...
 - Ideally someone from outside of ArCOP.
 - Include Jennifer because this does impact Strategic Planning.
- 2018 Meeting of Members – Hot Wash
 - Lots of positive comments.
 - Kim did an awesome job!
 - Could have strengthened the recognition piece
 - Steve was awesome, pictures were posted on Facebook in a timely manner.
 - Planning needs to start sooner, location secured and plan by Oct., create timeline of events,
 - See what others communities are doing, show more visually. Shape the meeting to highlight community projects, incorporate a networking session. Show pics of community projects as we talk about the different communities.
 - Emerging community's fast flow of pics, Blossoming slow pics down, Thriving communities really show what they are doing. Not going to have as many GHC's, they need to work together. Maybe look at the GHC's at a county level for applications and activities. Some groups in the same communities might have problems working together, but they need to collaborate. Need AC input on how we shape our GHC. HH staff are completing GHC communities to make their communities eligible for the money.
 - There is a difference between GHC and projects. County recognition of collaborations and activities. Originally had to have the mayor, city leaders, on board to make the policy and environmental changes. We want to encourage sustainable, strategically planned activities moving the communities forward.
 - Such large attendance, the location was small.
 - Arkansas Disability & Health met Charleston GHC folks about increasing inclusion and access in their parks inclusion the installation of a wheelchair swing.
- Strategic Planning Updates – Jennifer not available.

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- Procedure to consider participation in state level issues and/or dissemination of information.
 - What exactly is Steve supposed to do?
 - We also don't want to overwhelm communities with information. Maybe just a weekly email. Who would put this together?
 - How should we disseminate resources to communities? Website has tons of information, but do people think to come to our website, should be have a weekly email blast. Need Katrina for input on this.
 - Revisit the definition of an ArCOP member and partner. Who should we rekindle relationships with organizations? Priority Partners:
 1. Municipal League,
 2. Arkansas Farmers Market Association,
 3. Cooperative Extension
 4. Arkansas Tobacco Control Coalition – Barbara Kumpe
 5. Arkansas Cancer Society – Treg LongAC should give us input on what a partnership criteria agreement should look like? AC will provide recommendations to the BOD by May 20th. We are looking at levels of collaboration and who else needs to be involved? Should we offer bonus points for certain collaborators on GHC applications? We need to know the level of collaboration. Maybe we need to look at a Liaison system.
 - Farmers Market Vendor Guidelines – This is a legislative document developed by ADH and AR Agri Dept. Using FM as venues to offer healthy cooking demonstrations is not allowed and vendors will be cited. In 2019, Environment Health inspectors will not be focusing on these cooking demonstrations. ArCOP is looking at getting a waiver including in the guidelines to allow cooking demonstrations at local farmers market. Who at ArCOP could provide TA to these communities pushing to allow cooking demonstrations at farmers markets? This needs to happen safely. Not a violation of FM Vendor Rules but is a violation of state food safety guidelines –is where we need a waiver. We need to educate ourselves on the Food Safety Guidelines. This should go to the AC to get their input? What exactly is the law and how does that impact what ArCOP does? ArCOP could create a position statement on certain issues. Arkansas Farmers Market wants to support cooking demonstrations. Where does Hunger Relief fall on this issue? Who is in violation – the person doing the demonstration or the market? What does the law say? What are our options? A position statement would lay everything out for the communities.
- 3M Conference Call – Sarah wants a short video explanation/promotion type video, add another minutes to look at the PPSE
- Having GHC criteria set that gives us 3 M plans for the year. Mayor has to be included. This would support the 3M resurrection. There are groups that cannot get the mayor on board, county judge or city leader is a good alternative. Local government is another good identifier for GHC application

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2. GHC Communities Report – Taneisha Richardson-Wiley
 - a. 2019 Recognition Changes
 - i. Need to go back to the way we had it – include a community leader, like it used to be...
 - ii. Does Katrina need to seek training funding for communities?
 - iii. Need to schedule GHC Planning day and send what we develop to the AC.
 - iv. Scoring criteria for GHC levels needs to be private
 - v. Give communities to list antidotal activities
 - vi. Checklist populates the interactive map – keep this in mind as we update
 - vii. What we have now is too intervention specific, need to be able to collect as much information as possible
 - viii. 3/22 Coalition meeting Tanieisha will present Making Your Communities S.H.I.N.E (policy, systems, and environmental changes).

3. Advisory Committee Report – Kimberly Boren
 - a. 2019 Coalition Meeting Educational Presentation Schedule – full for the year
 - b. 2019 Learning Lab Schedule – full for the year. What about others we could do? Maybe one could be an “Overview of Website”. We can add as many as we want. Maybe Thriving communities could do a zoom recording of their activities to post to the webpage and have as a video. Where does Steve fall into this? Maybe this could be a criteria of a Thriving Community.
 - c. 3M Plans – Derek asked for conference call about 3M. Sarah emailed summary out. 3M Objectives
 - i. Engage incoming and returning mayors
 - ii. Host or co-host a state level 3M event and link in community experiences. Prioritize municipal league.
 - iii. Meeting with municipal league and participate in something they are already doing
 - iv. Include 3M activities participate as a requirement
 - v. Reengage municipal league as an ArCOP partner
 - vi. Videos that target mayors with economic development
 - vii. Need a 5 minute PSE video with pictures and examples
 - viii. Identify other items needed in a 3M promo packet, a toolkit has been developed and is online
 - ix. Who can make the Mayor’s packet?
 - x. Should we have a meeting and invite Steve and figure out the 3M packet promotion? Andi will create one and we can use that as a template to make/update a mayor packet. We need to create a promotion packet checklist send to AC for thoughts and comments. Should include quotes from champion mayors. Derek has offered to take the lead on the 3M promotion. The BOD will develop an outline with outcomes to accomplish for Derek. Derek would be good to meet with Mayors and sharing the promotion packet that we create. Is there a way to track who has met with a particular mayor on behalf of ArCOP, needs to be on the portal? Have Derek contact HHI person and they can link him



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to the local coalitions/individuals. Kim will send the map. See attached, needs to be updated.

- d. ArCOP Partners – see above
- e. Dr. Bala's addition to Advisory Committee – joined as an Advisor. So far the AC schedule does not accommodate his schedule.
- f. General Updates
 - i. Should we disseminate the BOD minutes to the AC members? Yes.
 - ii. Agenda items for the BOD come from the Advisors.

Next Meeting is March 25th at Fletcher Library Room B from 10-12. Order in lunch and have GHC planning session.

Sarah adjourned meeting

Minutes submitted by Vanessa Krause, ArCOP Secretary