

Meeting Minutes

In Attendance: Katrina Betancourt, Sarah Powell, Kimberely Boren, Becky Adams, Andi Ridgway, Taniesha Richardson, and Jennifer Conner.

1. ArCOP Business Updates

- Review and vote on previous meeting minutes
- Treasury Report – Katrina reviewed our Bank of America account information and provided information on expenses and income (grants).
- 2019 Organizational Analysis – Jenn Conner will link the organizational analysis into the strategic plan
- 3M Promotion Plan Updates – Andi met with Benton Mayor. Katrina scheduling a meeting with the Municipal League.
- Growing Healthy Highlights weekly email blasts/Website Webinar – Steve Powell will begin this initiative. Anyone with information to be shared can forward it to Steve or Katrina for vetting before it is included in the weekly blast. Katrina will be recording a Website Tutorial webinar that can be archived and viewed at leisure.
- HB 1743 Updates – bill died.

2. ArCOP Program Updates

- Portal Orientation – Katrina will send out portal username and password information to the BOD this week.
- 2019-2020 Grants & Objectives
- PSE Link Adaptation
- ArCOP Staff Roles (specifically Steve)

3. Growing Healthy Communities Report

- 2019 GHC Recognition Changes – Taniesha Richardson provided a handout for the discussion on GHC Recognition Process. The handout outlined criteria that needed to be met in order for communities to be classified as Emerging, Blossoming, and Thriving.
- Some of the discussion centered around the following items:
 - Templates would be provided for communities for Strategic Plan, Plan of Action, and the Basic Community Assessment – would the templates be just templates or would they be the required format for reporting? What if they already have a Strategic Plan but it is not in our format?
 - At what level do we require evaluation of activities? Blossoming?
 - We need to provide links to existing resources for communities
 - Communities do not self-identify a level, it is assigned by ArCOP based on the criteria submitted with the application.
- Next Steps
 - Create the GHC application so that it can be downloaded in a word document.
 - Keep GHC level names the same – Emerging, Blossoming, & Thriving.
 - Katrina to think about online application
 - Develop tools and report templates to be provided to GHC's, to be approved by the AC

- Schedule a time to vet online tools/templates
 - For our May meeting we need to identify talking points and assess existing tools needed for promotion.
4. Advisory Committee Report – Kimberly Boren provided a handout from the ArCOP Advisory Committee Meeting, April 4, 2019 from 1p to 2:30p at Fletcher Library in Little Rock. This document provided recommendations for the BOD to take into consideration. Topics include:
- a. Differentiating between members and partners – Jennifer offered the coalitionswork website
 - b. Developing an ArCOP Annual Report
 - c. Education for ADH HHI staff on 3M
 - d. New Learning Lab topics
 - e. Identification of new potential partners
- 2019 Coalition Meeting Educational Presentation Schedule – schedule is full and complete.
 - 2019 Learning Lab Schedule (CEU's, direct website link & encounter?) – We will not offer CEU's this first year of having the Learning Labs. Look at collecting speaker information when they agree to present; increasing the likelihood of gathering speaker/CEU information in time to advertise.
 - Extra Learning Lab? – Katrina provide a website tutorial – Katrina will record a website tutorial and make it available at the next BOD meeting.
 - Learning Lab placement on Website
 - ArCOP Partners Prioritization Plan – submit to BOD 5/20
 - General Updates
- Sarah adjourned meeting

Announcements

1. Next BOD Meeting Monday, May 20th, 10a-12p at Fletcher Library Room B
2. Coalition Meeting July 22nd, 1p-3p at Fletcher Library Community Room
3. View ArCOP's Calendar to see upcoming events. <http://arkansasobesity.org/news-events/event-calendar.html>

Minutes submitted by Vanessa Krause, ArCOP Secretary