

Meeting Minutes

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

Taniesha Richardson moved that we approve the April Meeting minutes as submitted and Andi Ridgway seconded the motion. The BOD accepted the April minutes as submitted.

1. General Business

- Jennifer met with graphic designers regarding development of PSE infographic and that work has begun.
- 3M promotion plan - Katrina, Derek, and Steve are working on a promotion plan and Katrina is working with the Municipal League. Taniesha and Andi working on a collaboration plan with HHI so all are aware of the work that is going on. This needs to be prioritized next meeting. Sarah will send out action items to begin work.
- Email blast is happening.

2. GCH Recognition Plan Updates – Taniesha

- Last month we discussed the recognition process. Instead of a toolbox Taniesha suggested a “Jewell Box”. Taniesha is still gathering everything together. She suggested using County Health rankings and CDC Community Toolbox to delineate GCH recognition levels.
- Jennifer’s presentation on *Lake Village PSE Regarding GCH* at the last meeting could have been broken into several smaller more specific trainings. Maybe we should ask Jennifer to do this for the communities. Taniesha will talk with Jennifer about doing this and keep the BOD in the loop.
- County Health Rankings grant comes out in the fall and ArCOP may try to get this funding to pay Jennifer to host presentations.

3. ArCOP Educational Presentations Media Plan (Coalition Presentations & Learning Labs) – Sarah

- Learning Labs & Coalition Presentations are used to assist communities. We discussed pre-recording the learning labs and have the audience call in with questions. The coalition meetings at Fletcher Library have experienced technical issues each time, only those present at the library could see/hear/participate in the meeting. Lots of emails from members frustrated with the technical issues. Information is not getting out to the communities, what can we do? Vanessa will bring a conference phone with speaker pods to the next Coalition meeting to test this equipment. Should we go somewhere else for Coalition meetings? Keep July Coalition meeting at Fletcher, Kim will bring her equipment, Vanessa will bring conference phone with speaker-pods. Katrina will bring their microphone set up for the Coalition meetings. Should we go strictly go all Zoom except for the board, it may help with technical issues. Several feel it is important for the face-to-face and networking. Maybe we should find a different location. Sarah wants one location and not moving it around. ArCOP staff will attend the coalition meetings to take care of technical equipment.
- Can we record presentations at Coalition meetings so they can be shared? Can Steve come to these meetings and record those. The April meeting presentation were recorded via zoom, but not sure if we can hear the recording. This needs to be checked. We did use Fletchers equipment, but it didn’t work at the last meeting.
 - Katrina working on the webpage with zoom recordings. All recordings need to be edited for website use. Where should these recordings be housed on the website? Katrina suggested with *What We Do* page of ArCOPs website. Sarah suggested to change the *Training Opportunities* title

to *Resources for Communities* and put this all on one page. Then we will have Learning Labs where they can see all Learning Lab recordings. Katrina reported that some Learning Labs are already posted on the website.

4. Advisory Committee Updates - Kim

- Nothing new to report.
- Cancelled may Learning Lab because of lack of presenter.
- If you have a community you want to highlight at our next coalition meeting, let Kim know. Kim reached out to Van Buren School District and what they are doing. They are speaking at the July coalition meeting.
- Recommendations from Advisory Committee to the Board handout, we need to have something to send back when Advisory Committee meets again July 11, 2019. In June the BOD will review and develop response that can be taken to July AC meeting.
 - Katrina will together information for a one page state of ArCOP draft to share with BOD
 - Learning Lab suggestions – learn more in June 4 Hometown Health meeting.
 - Regional Trainings direction? – think more on this. New GHC recognition levels could be part of this.
 - DAC suggested to become a supporting member of ArCOP – Partnerships are agreement or non-agreement. Agreement entities are typically Partners and everyone else are Membership. Using their audience and a reciprocating agreement between the two entities and sharing what ArCOP is and PPSE and someone from DAC come to ArCOP and share their work to advance the mission of both. It was suggested to invite DAC to present at ArCOPs July coalition meeting. Katrina suggested developing an MOU to support consistent messaging with communities, resources, events, etc. Katrina will work on this MOU – what can we gain from them?
 - Andi Ridgeway, Becky Adams, and Dr. Bala will send suggestions to Katrina and she will meet with Rachel Johnson.
 - Identify partners that help ArCOP reach the goals of the Strategic Plan, even if it is only 5 entities – ADH is one, do we need a specific partnership with HHI? Strategic Plan – need to have a workshop maybe after June board meeting. Sarah will check with Jennifer before we confirm this meeting.
 - Resource handbook for new GHC developed by student’s research project – this is Emily and they are willing to do this so we have baseline research and can be published.
 - Next steps for BOD to approve and Emily will take the lead.
 - Kim will request a proposal from Emily to present to BOD at June meeting.

Sarah adjourned meeting.

Announcements

1. Next BOD Meeting Monday, June 24th, 10a-12p at Fletcher Library Room B. Strategic Planning Workshop following BOD, lunch will be ordered in.
2. Advisory Committee meeting on July 11, 2019, at Fletcher Library
3. Coalition Meeting July 22nd, 1p-3p at Fletcher Library Community Room
4. View ArCOP’s Calendar to see upcoming events. <http://arkansasobesity.org/news-events/event-calendar.html>