



## Arkansas Board of Health Education 07/28/2016 – Meeting Minutes

### **Members Present:**

Alison Caballero, Carrie Poston, Becky Hall, Brad Erney, Angela Turner, & Dee Dee Wallace

### **Minutes:**

It was moved and approved that minutes from the April 19, 2016 meeting be approved as submitted.

### **Membership:**

Dee Dee mailed letter to Donna Ferguson, CPHE on July 25<sup>th</sup> in response to her letter requesting to have fees for CEU's for ADH grand rounds waived.

### **Treasury Report:**

Treasurer Carrie Poston reported a balance of \$5,205.13. Carrie will provide a statement from DFA regarding two expenditures in the amount of \$539.95 to reimburse former board member Kim Miller and AR SOPHE sponsorship. The new treasurer will follow-up with Carrie about the expenditures.

### **Old Business:**

Alison made revisions to the rules and regs and have added these to the dropbox. Elizabeth Harris will get back with us regarding the next steps in the process.

UALR has a business information systems program that can assist the board with updating member contact information and issuing new cards each year.

### **New Business:**

The board received a letter from the AR History Commission inviting the board to participate in a Records Management workshop. There are several workshops scheduled in the upcoming months. The board will decide which one to attend.

Sara Daniel has applied for the vacant CHES position with the board. We still need one more person to apply to the board. Dee Dee will check the rules and regs to see if older members can serve again if they have previously served on the board.

### **Interim Duties:**

Angela will check messages in G-Mail account.

Must have a minimum of 4 people at each meeting to have a quorum.

Dee Dee will contact Kim Miller about reserving the room at UAMS for the next meeting.

### **Upcoming meetings:**

October 27, 2016, 12:00 PM, UAMS and via ITV