

# AHEC West

Dietetic Caucus Meeting  
May 5, 2016

The meeting was called to order at 5:00 pm by Theresa Stahl, Chair. She welcomed everyone in attendance. She asked everyone to review minutes from the March 16, 2016 meeting. After review, they were approved as written.

Present were:

Shirley Charm  
Jennifer Wilson  
Joy Taylor

Ruth Chisholm  
Theresa Stahl

Jennifer Perrin  
Kay Leigh

## REPORTS

### Treasurer Report:

Kay Leigh reported that as of March 31, 2016 the balance in the caucus account was \$587.64, which included a deposit of \$98.50 and expenses for National Dietitian's Day of \$380.80.

### WMAHEC Board of Directors:

Jennifer Wilson gave the Board of Directors report and reminded everyone to attend the Annual Awards Dinner scheduled on June 21, 2016 at Rocky Gap.

### Continuing Education:

There was no continuing education report, however, there was discussion about pursuing a sports nutrition CE event in the near future. We will work with Kathy Condor on that planning.

## OLD BUSINESS

### Listserv & Web Page:

Joy circulated the member listserv and webpage for review and updates. There was discussion about updating the caucus mailing list to also make sure that attendees from the Eating Disorder event were added to the caucus list and to check for bounced emails. It was suggested that AHEC West staff make a separate list with names and emails of those who bounced and delete them so that Joy can bring the list of bounced emails back to the caucus and have those emails corrected if anyone is aware of current contact email addresses.

### **National Nutrition Month Projects:**

#### Dietetic Caucus Cookbook

Kay announced that the cookbook is ready to go to print. We are looking for estimates for having it printed from the WMHS as well as ACM and we will look at Staples and would also like to get an estimate from AHEC West. The cookbook is approximately 60 pages; we would need stock covers for the front and the back cover. We would like spiral binding and 100 copies printed to start. Joy will find a price from AHEC and report back to the Dietetic Caucus cookbook committee.

## **NEW BUSINESS AND OTHER ANNOUNCEMENTS**

### Executive Committee Positions

There was a lot of discussion about the Executive Committee positions. After discussion, Kay Leigh agreed to serve as Chairperson so that Hana Pike can remain as Chair Elect for a while longer as she just assumed that position recently; Theresa Stahl agreed to serve as Board Rep and Jennifer Perrin agreed to serve as Treasurer. The Secretary position is still vacant, and it was suggested that perhaps it would be an easier process if we had co-secretary positions. Kay mentioned that she will do some inquiring to see if she can find two Dietetic Caucus members interested in serving as Co-Secretary. She planned to check with Melody and Joni. Once she identifies an interested caucus member or two, she will send those names to Joy so that an email vote can be sent out for the election of the slate of Officers of the Executive Committee.

### Annual Plan and Bylaw Review

The Annual Plan and Bylaws were reviewed and other than the Executive Committee positions and changing the meeting time from 4:30pm to 5:00pm, they were approved as written.

### Highlights of Dietitian Activities / Announcements

- Evergreen Expo on May 21, 2016. Theresa sent a flyer around for that event.
- Jen Perrin announced that the Diabetes Walk is scheduled on Sunday, September 25, 2016 at 2:00 pm.
- She also announced that the Type 1 Support Group was meeting on Thursday, May 24, 2016 and the Insulin Pump Support Group would be meeting on May 10, 2016.
- Kay announced that Dr. Small's program on Bariatric surgery had 15 people in attendance.

After no further discussion, Theresa adjourned the meeting at 6:30 pm for everyone to then attend the networking dinner.

The next meeting is scheduled for July 7, 2016 at 5:00 pm at WMHS with dinner to follow.

Respectfully submitted,

Joy Taylor and Jackie Booth