



**Board of Trustees Meeting  
Minutes  
September 13, 2017**

**Board Members present**

Sandy L. Chung, M.D., Sarah B. Holland, James R. Jankowski II, Kris E. Kennedy, Ritsu Kuno, M.D., Robert Leek, Thomas J. L'Ecuyer, M.D. (left at 1:29), Marissa Levine, M.D., Delegate John M. O'Bannon III, M.D. (left at 1:33 p.m.), Senator David W. Marsden, Vineeta T. Shah, MHS, RD, Senator David R. Suetterlein and Teresa Gardner Tyson, DNP.

**Board Members not present:**

Laura E. Beamer, Valerie L. Bowman, M.D., Delegate T. Scott Garrett, M.D., Glory L. Gill, RN, Andrew W. Goodwin, M.D., Sarah T. Melton, PharmD, Jeffrey L. Painter and Kristina N. Powell.

**Staff:**

Lisa Brown, Terri-ann Brown, Eloise Burke, Richard Foster, Donna Gassie, Henry Harper III, Heidi Hertz, Wilma Jordan, Marty Kilgore, Judith Link, Charlie McLaughlin, Jr., Jennifer Martin, Danny Saggese and Margaret White.

**Counsel:**

Carrie S. Nee, Office of the Attorney General  
Julie M. Whitlock, Office of the Attorney General

**Guests:**

Danielle M. Dick, PhD, Virginia Commonwealth University  
Robin Gahan, American Heart Association  
Melissa Assalone, American Heart Association  
Elena Sorrano, Virginia Cooperative Extension  
Judith Midkiff, Virginia Cooperative Extension  
Macauley Thornton, VFHY Intern

**Call to order:**

Dr. Sandy L. Chung, M.D., Chairman, called the meeting to order at 12:13 p.m.

Dr. Chung welcomed everyone to the meeting and asked for introductions from the Board of Trustees members, staff and guests.

Dr. Sandy Chung thanked Carrie Nee for her work with VFHY and congratulated her on her promotion. Dr. Chung also welcomed Julie Whitlock.

**Chairman's Comments:**

This month the foundation released its most recent RFP for three-year grants for tobacco-use prevention programs. Over the last week we've held three mandatory offeror's conferences for grant applicants to get more information about how to apply for the grants, which will amount to no more than \$50,000 per year per grantee. Grant applications are due in late October and we look forward to welcoming a new batch of tobacco-use prevention grantees in July!

Also, please keep in mind that our next Healthy Communities Action Team RFP will be released in January. So please make sure to get the word out to any community groups that may be interested in this funding for community-level coalitions to reduce and prevent childhood obesity.

Today, Carrie Nee with the Attorney General's office will be giving us a refresher presentation on the state's Freedom of Information Act or FOIA, particularly with how it relates to our board meetings. This is good information for all of us and especially our newer members. I also want to note that this is Carrie's last meeting with us, as she has been promoted and we will be getting a new counsel from the Attorney General's Office. I know we have all appreciated Carrie's hard work on behalf of the foundation and we'll miss seeing her at the meetings.

And finally, in keeping with the foundation's expanded mission to prevent and reduce youth substance use, we have Dr. Danielle Dick, a professor at Virginia Commonwealth University, who is here today to deliver a presentation to us about substance use so the board can hear about genetic and environmental factors that impact substance use. A few VCU experts will be delivering a more in-depth seminar tomorrow for Foundation staff to learn more about substance-use prevention.

**Minutes:**

Motion: to approve the minutes as presented by Kris E. Kennedy, M.D.

Second: Sarah B. Holland.

Vote: Unanimous in favor.

**Executive Director's Report:**

**PROGRAMS:**

The Central Regional Advisory Board met on May 18 in Charlottesville. Training was provided for board members on the proposal review process including best value categorical ratings. The next request for proposals for tobacco-use prevention programs is scheduled to be released in August with regional and statewide review meetings held in November.

On Aug. 2 Regional Grants Administrator Lisa Brown attended the quarterly meeting of the VFHY-funded Stafford Healthy Living Coalition at Stafford Junction in Fredericksburg. Agenda items included updates on the summer camp program, mobile farmers' market and community walking club.

On Aug. 15 VFHY released a RFP for three-year grants for youth tobacco-use prevention and cessation programs to be delivered on the local level in classrooms and other community settings. The RFP is open to groups such as school systems, nonprofits, parks and recreation departments, youth centers, faith-based groups and similar entities that directly reach children. A total of \$8 million in grants will be available for the three-year grant period, which will run from July 1,

2018 through June 30, 2021. Individual awards are not to exceed \$150,000 for three years, with each grantee receiving no more than \$50,000 per year. VFHY held mandatory offeror's conferences to explain all the requirements for proposals submitted under this RFP in Blacksburg, Fredericksburg and Newport News from Sept. 5 to 11. Applications for the RFP are due by 5 p.m. on Oct. 16.

The newly updated VFHY Compendium of Tobacco-Use Prevention Programs for Youth has been published on VFHY.org. The compendium includes 17 programs recognized by national, state, and nonprofit organizations as model, promising or effective tobacco-use prevention programs. These programs allow schools, faith-based and other community organizations to help youth under the age of 18 to refrain from or discontinue tobacco use. The content of the selected programs include information relative to tobacco prevention, tobacco cessation, early tobacco intervention/reduction, substance-use prevention, advocacy, youth empowerment and social-skills building.

**MARKETING:**

On June 12-13 teen volunteers from VFHY's Y Street youth group spoke at school board meetings in Hanover, Lunenburg and Rappahannock counties to deliver public comments about VFHY's 24/7 campaign. The 24/7 campaign is a youth-driven initiative to help schools become tobacco-free and e-cigarette-free 24 hours a day, seven days a week and includes a website, 247CampaignVA.com, which offers free online resources and materials that Virginia schools can use to adopt and promote a 100 percent tobacco-free schools policy. Thirty of Virginia's 132 school divisions have comprehensive tobacco-free and e-cigarette-free policies and 10 of those 30 school divisions have implemented policies directly due to Y Street's efforts. Clarke and York counties are the two most recent divisions to adopt policies.

During the week of July 24 VFHY's Y Street Leadership Team (YSLT) held its ninth annual leadership meeting. Youth participants assisted in the development of the fiscal 2018 Y Street work plan. YSLT consists of the top 36 Y Street members from across the state, representing the 1,000+ active high school-age Y Street volunteers. Y Street is Virginia's largest youth-led volunteerism group working on initiatives to prevent obesity and tobacco use for the purpose of creating healthier communities throughout the commonwealth. Since 2004 more than 8,500 teens from all across Virginia have attended a Y Street training offered by VFHY.

On Aug. 28 VFHY Executive Director Marty Kilgore, Director of Marketing Danny Saggese, Obesity Prevention Coordinator Heidi Hertz and members of VFHY's Y Street Leadership Team joined the American Heart Association for its event "Closer to My Grocer: A Roundtable about the Need for the Virginia Grocery Investment Fund." Discussing the issue of healthy food access in Virginia, panelists included First Lady of Virginia Dorothy McAuliffe, Virginia Secretary of Commerce and Trade Todd Haymore, Senator Bill Stanley, Delegate Delores McQuinn and Jim Allen, president of Honor Capital. Currently 1.7 million Virginians, including 480,000 children, live in low-income areas with limited access to grocery stores. The Virginia Grocery Investment Fund is designed to combat this growing issue by establishing public-private partnerships that will assist fresh-food retail projects in Virginia's underserved communities. Following the event, the Closer to My Grocer coalition met and discussed upcoming initiatives from coalition

members. Y Street members shared an update on VFHY and Y Street's Fresh Spot campaign, which is working to provide access to healthy foods for all Virginians.

### **RESEARCH:**

This fall VFHY and the Virginia Department of Health are jointly administering the 2017 Virginia Youth Survey in approximately 86 middle schools and 100 high schools from 48 public school divisions all across Virginia. Six school divisions (Arlington, Loudoun, Petersburg, Richmond, Waynesboro and York County) have been selected to conduct oversamples, administering surveys to additional schools (and in some cases to all middle and high schools within the division). VFHY anticipates surveying approximately 10,500 high school students and 7,250 middle school students. Survey administration will begin in mid-October and should be complete before Thanksgiving. Most schools will have school staff administer the survey to the students. VFHY and VDH will provide survey administration assistance to schools as requested.

### **CHILDHOOD OBESITY PREVENTION:**

On May 22 Obesity Prevention Coordinator Heidi Hertz and representatives from VFHY's Y Street teen volunteer group attended the Virginia Breakfast Challenge recognition event at Riverheads Elementary School in Staunton. First Lady of Virginia Dorothy McAuliffe, Secretary of Education Dietra Trent and Delegate Ben Cline presented Riverheads Elementary School with their Virginia Breakfast Challenge award during the school's annual field day event. The school was one of 12 winners in the Virginia Breakfast Challenge, a campaign to increase school breakfast participation across the state. In addition to being a school winner, Augusta County School Division was also a division-wide challenge winner. VFHY helped with the planning of the Virginia Breakfast Challenge and Y Street participated in the challenge by encouraging middle schools and high schools to adopt alternative breakfast models.

On May 22 Obesity Prevention Coordinator Heidi Hertz joined First Lady of Virginia Dorothy McAuliffe as she participated in the celebration of the Feeding America Southwest Virginia's Foodie Truck, which delivered Summer Food Service meals to sites and participants throughout Southwest Virginia.

On May 31 Obesity Prevention Coordinator Heidi Hertz attended the Commonwealth Council on Bridging the Nutritional Divide's meeting at Arcadia Center for Sustainable Food and Agriculture. First Lady of Virginia Dorothy McAuliffe launched the Virginia Food Access Network website via Facebook Live. The Virginia Food Access Network (VFAN) website creates a platform for data and idea sharing, ways for stakeholders to identify local partners and a collection of national, state and local best practices.

On June 1 VFHY hosted the quarterly meeting of the Virginia 365 Project to End Childhood Hunger's Stakeholder Committee. Agenda items included strategic planning for the coming year. VFHY Executive Director Marty Kilgore attended the meeting.

On July 7 Obesity Prevention Coordinator Heidi Hertz participated in the School Breakfast Stakeholders meeting. The goal of the meeting was to discuss the outcomes of the 2016–2017 Virginia breakfast challenge and to brainstorm ways to engage schools and partners for the 2017–2018 challenge. Meeting attendees included: Director of the Office of School Nutrition Programs

Sandy Curwood; Kathleen Murphy with Virginia Hunger Solutions; Stephanie Simms-Hodges and Sarah Steely with No Kid Hungry Virginia; and Kristin Brittle with Southeast United Dairy Industry Association.

On July 19 Obesity Prevention Coordinator Heidi Hertz met with Claire Mansfield, the new director of Virginia No Kid Hungry. Hertz and Mansfield discussed opportunities for continued partnership to promote school breakfast, participate in the Virginia Breakfast Stakeholders group and support the 2017-2018 Virginia Breakfast Challenge.

On Aug. 2 VFHY Obesity Prevention Coordinator Heidi Hertz met with Olivia Wilson from the Division of Marketing and Development at the Virginia Department of Agriculture and Consumer Services (VDACS). During the meeting, plans for an event on Capitol grounds for Capitol Square employees on the Sept. 29 Day of Action were discussed. The Day of Action is being coordinated by the Office of the First Lady and brings together organizations and volunteers from around the state with the goal of increasing statewide food access.

On Aug. 3 VFHY Obesity Prevention Coordinator Heidi Hertz attended the School Breakfast Stakeholders meeting. The goal of the meeting was to discuss the plans for the 2017-2018 Virginia Breakfast Challenge. Meeting attendees included: Salaam Bhatti and Kathleen Murphy with Virginia Hunger Solutions; Claire Mansfield and Sarah Steely with No Kid Hungry Virginia; Lauren Schmitt with the School Nutrition Association; and Kristin Brittle with Southeast United Dairy Industry Association.

On Aug. 9 VFHY Executive Director Marty Kilgore, VFHY Director of Marketing Danny Saggese and VFHY Obesity Prevention Coordinator Heidi Hertz met with No Kid Hungry Virginia Director Claire Mansfield and No Kid Hungry Virginia Operations Manager Stephanie Simms-Hodges. VFHY staff provided an overview of VFHY's Y Street youth volunteer movement and the Great Starts with Breakfast campaign. VFHY and No Kid Hungry Virginia are working closely to expand school breakfast participation and increase the number of schools utilizing an alternative breakfast model this school year.

On Aug. 10 VFHY Obesity Prevention Coordinator Heidi Hertz met with The Enrichmond Foundation's market and event manager, Paige Harris. Hertz and Harris discussed partnerships opportunities for a Farmer's Market to take place on the State Capitol grounds on Sept. 29 for First Lady of Virginia Dorothy McAuliffe's Feed VA Day of Action event. The Enrichmond Foundation, which serves the people, parks and public spaces of Richmond, coordinates farmers, vendors and events for the city's 17<sup>th</sup> Street and Byrd House farmers markets.

On Aug. 30 Virginia Foundation for Healthy Youth (VFHY) Obesity Prevention Coordinator Heidi Hertz participated in the Virginia Obesity State Plan steering committee meeting. Steering committee members reviewed the current draft plan and provided feedback on content, layout and next steps. When completed, the plan will include current activities and recommendations targeting eight core behaviors and eight environments that impact health. Other organizations represented on the steering committee include VDH, VDOE, Virginia Cooperative Extension, Eastern Virginia Medical School and Prevention Connections.

### **MISSION EXPANSION:**

On May 19 Executive Director Marty Kilgore attended the Virginia Office for Substance Abuse Prevention (VOSAP) Collaborative meeting at DBHDS. A presentation was made by Virginia ABC Education and Prevention Coordinator Danielle Luster. OSHHR Policy Advisor Jodi Manz also gave an update on the Governor's Task Force on Prescription Drug and Heroin Abuse.

On July 26 VFHY Executive Director Marty Kilgore and Deputy Director Marge White met with state Secretary of Health and Human Resources Dr. Bill Hazel and HHR Policy Advisor Jodi Manz to discuss the recent expansion of VFHY's mission to include youth substance-use prevention.

On June 21 VFHY Executive Director Marty Kilgore presented during the Opioid and Heroin Stakeholders Meeting. She shared VFHY's mission expansion to include prevention of youth substance use. Kilgore also shared that VFHY is preparing for the addition of substance use to the mission by updating the strategic plan, analyzing the current agency compendium programs, and conducting a known assets inventory. She also shared that VFHY is partnering with DBHDS next spring to offer a post-conference following the 2018 Reduce Tobacco Use conference which will focus on substance use prevention.

On Aug. 23 VFHY Executive Director Marty Kilgore attended a meeting of the Governor's Executive Leadership Team on Addiction and Opioids at the Patrick Henry Building. Topics discussed included recent forensic data and a DBHDS pilot program to place peer recovery specialists in emergency room settings. Speakers at the meeting included Secretary of Health and Human Resources Dr. Bill Hazel and Secretary of Public Safety and Homeland Security Brian Moran.

On Aug. 24 the VOSAP (Virginia Office for Substance Abuse Prevention) Collaborative group held its bimonthly meeting at the Virginia Foundation for Healthy Youth's Richmond office. VFHY Executive Director Marty Kilgore presented information on the foundation's ongoing analysis of gaps in youth substance-use prevention efforts in Virginia. Jodi Manz, policy adviser for the Office of the Secretary of Health and Human Resources, provided an update on the Governor's Task Force on Prescription Drug and Heroin Abuse as well as the most recent epidemiological data on overdose deaths in Virginia. Gail Taylor, director of behavioral health wellness for DBHDS, shared updates on the Partnership for Success initiative. VFHY Public Affairs Manager Richard Foster and Obesity Prevention Coordinator Heidi Hertz were also present at the meeting.

### **ADMINISTRATION MEETINGS:**

On May 23 Executive Director Marty Kilgore, Deputy Director Marge White, and Obesity Prevention Coordinator Heidi Hertz attended the Governor's Children's Cabinet Retreat at the Virginia Museum of Fine Arts. The goals of the meeting were to discuss the sustainability of the Children's Cabinet and initiatives including the Challenged Schools and Classrooms not Courtrooms and to explore ways to establish a statewide approach to trauma informed care. In the afternoon members and state agencies discussed the next steps for the Children's Cabinet and the outgoing budget priorities. First Lady of Virginia Dorothy McAuliffe welcomed attendees and

Secretary of Health and Human Resources Dr. Bill Hazel and Secretary of Education Dietra Trent also participated in the retreat.

On June 5 VFHY Executive Director Marty Kilgore and Public Affairs Coordinator Richard Foster met with Larand Lancaster, senior business communications analyst and intranet manager for the Virginia Retirement System, to view a demonstration of the VRS intranet. VFHY is planning to create a similar tool for internal communications and information sharing.

On June 26 Obesity Prevention Coordinator Heidi Hertz coordinated a meeting with Richmond Public Schools Superintendent's Chief of Staff Candice Hunter and representatives from the Virginia Partnership for Out-of-School Time (VPOST) as part of the Children's Cabinet's partnership with the Richmond Mayor's Office and the city school system. The goal of the meeting was to identify quality standards and best practice guidelines for out-of-school time programs and support the school system's efforts to promote quality programs and provide resources to increase the number of quality programs in Richmond. VPOST Director Blaire Denson and Alternatives Inc. Executive Director Kathy Johnson shared VPOST's guidance documents and committed to assisting RPS as they continue to develop and improve their out-of-school-time programs.

VFHY Executive Director Marty Kilgore attended the June 28 meeting of the Children's Cabinet. Topics discussed included an overview on Trauma Informed Care Strategy and agency updates on existing efforts. Kilgore reported that while VFHY doesn't have initiatives directly focused on this strategy, several of VFHY's prevention programs focus on building life skills and resiliency in youth.

VFHY Executive Director Marty Kilgore attended the July 13 meeting of the Substance Abuse Services Council. Jodi Manz, policy advisor for the Office of the Secretary of Health and Human Resources, delivered a presentation during the meeting about the Governor's Executive Leadership Team on Addiction. Sandra O'Dell, executive director for Planning District One Behavioral Health Services, discussed the council's recommendations for the Governor and General Assembly.

On July 18 VFHY Obesity Prevention Coordinator Heidi Hertz participated in a collaboration meeting between Richmond city government, Richmond Public Schools and the Governor's Cabinet State Interagency Team. The goals of the meeting were to discuss updates from the four working groups addressing health, workforce development, extended day/out-of-school time and data integration. The team provided updates on resources and supports within initial priority areas identified by Richmond and identified additional needs and approaches for targeting state resources. In addition to participating on the team VFHY continues to support Richmond Public Schools' efforts to implement best practices in out-of-school-time environments.

VFHY Director of Community Outreach and Development Henry Harper attended the Virginia Tiered Systems of Support forum hosted by VDOE from July 31 to Aug. 2. The Virginia Tiered Systems of Supports (VTSS) is a data-driven decision making framework for establishing the

academic, behavioral and social-emotional supports needed for a school to be an effective learning environment for all students.

**COLLABORATIONS/MEETINGS/PRESENTATIONS:**

On May 18 VFHY Executive Director Marty Kilgore and Deputy Director Marge White met with staff from the American Heart Association and American Cancer Society to provide background on VFHY's approach to integrate substance-use prevention into the foundation's mission. The group discussed VFHY's planned gap analysis to identify gaps in state prevention work in order to develop strategies and seek funding for this additional work. Heart and cancer representatives also requested the dates of VFHY Board of Trustee meetings so they may attend and provide public comment.

On June 1 VFHY representatives presented at the ninth Biennial Childhood Obesity Conference in San Diego. VFHY Director of Community Outreach and Development Henry Harper presented with representatives from the Los Angeles County Department of Health in a session titled, "Leading the Way: Youth Advocating and Driving PSE Change." The presentation also featured Morgan Swindall, a youth volunteer with VFHY's teen group Y Street, who shared information about Y Street's Great Starts with Breakfast campaign, which demonstrates how outcome-oriented youth engagement can impact policy change efforts to encourage alternative breakfast models in schools.

At its June 6-9 national education conference, the Society of Government Meeting Professionals presented VFHY Director of Community Outreach and Development Henry Harper with its national Program of the Year award for excellence in meeting planning. Harper also came in third place for national Meeting Programmer of the Year.

On June 8 VFHY Executive Director Marty Kilgore, Director of Marketing Danny Saggese, Regional Grants Administrator Lisa Brown and Obesity Prevention Coordinator Heidi Hertz met with members of the Loudoun County Pediatric Obesity Coalition in Leesburg. The goal of the meeting was to share information and resources related to sugar-sweetened beverage reduction in early childhood education settings. During the meeting Dr. Janine Rethy and Jennifer Brady from the Loudoun County Health Department and Dr. Sina Gallo from George Mason University shared information about their initiatives.

On June 12 VFHY Executive Director Marty Kilgore and Deputy Director Marge White met with representatives from Community Coalitions of Virginia (CCova) to discuss partnerships for substance-use prevention. CCova has coalitions throughout the state that collaborate to share strategies and data to impact substance use statewide. Ccova is interested in having a VFHY staff member join its board and make a presentation on VFHY's marketing segmentation research at a fall meeting.

On June 13 VFHY Executive Director Marty Kilgore, Deputy Director Marge White, Public Affairs Manager Richard Foster and Obesity Prevention Coordinator Heidi Hertz met with Robert Rose, director of the College of William & Mary's Center for Geospatial Analysis (CGA), and CGA fellow Kaylin Stigall about a potential GIS mapping project for VFHY data.

On June 13 VFHY Director of Programs Donna Gassie and Regional Grants Administrator Terriann Brown attended a seminar in Charlottesville, “Getting Better Together: A Smarter Grantmaking Discussion,” sponsored by Grantmakers for Effective Organizations (GEO). Topics included a review of GEO’s recent survey results of their national study to learn about grant-maker practices that affect nonprofit success. Additional topics included diversity, inclusion and equity in grant-making practices.

On June 14 VFHY Regional Grants Administrator Lisa Brown attended the Prevention Alliance of Loudoun meeting in Leesburg. The newly-formed coalition is working on substance-use issues in Loudoun County. Agenda items included: drug collection days, a training video for opioid overdose response and working on a strategic plan. The coalition will receive state funding for local initiatives. Coalition members include Loudoun County Public Schools, the Loudoun Department of Substance Use and Developmental Services and the Loudoun County Sheriff’s Office.

VFHY Director of Programs Donna Gassie attended the Virginia Consortium of Health Philanthropy’s quarterly meeting in Richmond on June 20. Agenda items included an update on the VCHP’s jointly funded program for community health workers; future initiatives; and improving data and patient outcomes.

On June 21 Obesity Prevention Coordinator Heidi Hertz and VCU Dietetic Intern Erica Howes attended the Virginia Partnership for Out-of-School Time (VPOST) meeting. Attendees discussed upcoming VPOST initiatives, including ways to provide training for out-of-school-time providers in adverse childhood experiences (ACEs) and resiliency.

On June 26 Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz met with Aimee Perron-Seibert of the Virginia Chapter of the American Academy of Pediatrics. The meeting was a follow-up to a previous conversation VFHY staff had with the Loudoun County Health Department regarding efforts to reduce sugar-sweetened beverage intake and support healthy early childhood education environments. Meeting participants shared toolkits and resources to address sugar-sweetened beverage consumption and discussed expanded partnership opportunities with the academy, including developing physician-specific nutrition education materials.

On July 18 VFHY Director of Programs Donna Gassie and Director of Community Development Henry Harper presented at the Youth Alcohol & Drug Abuse Prevention Project (YADAPP) annual conference in Farmville. Their presentation, titled “Fundraising, Networking & Acquiring Resources,” provided information about how to effectively fundraise and how to identify and create useful networks to increase resources.

On July 20 Obesity Prevention Coordinator Heidi Hertz participated in the Virginia/Maryland Dietetic Internship Program Advisory Committee meeting. Topics discussed included the national on-site review, intern performance standards and new focus areas for dietetic interns, including public health.

On July 24 Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz attended the Nemours Early Care and Education Learning Collaborative (ECEL) stakeholders meeting. Representatives discussed plans for Virginia's 2017-2018 Nemours proposal. Kilgore and Hertz shared opportunities to include a campaign promoting healthy beverages in early childhood education environments in this year's proposal.

VFHY Deputy Director Marge White convened the Alliance for Prevention and Treatment of Nicotine Addiction (APTNA) Board of Directors meeting on July 30. APTNA is in the process of dissolution and will be transferring its remaining assets to a nonprofit with a similar mission.

On July 31 VFHY Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz met with Emily Keenum, health initiative coordinator with the Virginia Early Childhood Foundation, to discuss the upcoming Nemours grant for Early Childhood Education Learning Collaboratives. One strategy being considered is creating a focused messaging campaign promoting healthy hydration within early childhood education centers. Virginia's grant application to Nemours is due in August.

VFHY Executive Director Marty Kilgore and VFHY Deputy Director Marge White met with Becky Bowers-Lanier of the Virginia Association of Community Services Boards on Aug. 2. They reviewed potential approaches to integrate CSB prevention work with VFHY's new mission. Discussion focused on potential future funding and strategies to engage communities in prevention work.

On Aug. 4 VFHY Regional Grants Administrator Terri-ann Brown attended the second annual RVA Breastfeeding Symposium, sponsored by the VFHY-funded RVA Breastfeeds Coalition in Richmond. This multicomponent educational event brought together citizens, policymakers, healthcare and social service providers and community advocates to examine how to support breastfeeding mothers, improve food access and promote breastfeeding policies and practices.

VFHY Executive Director Marty Kilgore attended the Community Coalitions of Virginia (CCoVA) monthly meeting on Aug. 7 at the McShinn Foundation. Following the meeting, Kilgore and VFHY Deputy Director Marge White met with leadership of CCoVA to review partnership opportunities as well as a proposed memorandum of understanding (MOU) for participation in CCoVA.

On Aug. 8 Obesity Prevention Coordinator Heidi Hertz met with the Department of Education's farm to school coordinator, Trista Grigsby, to determine strategies for outreach and increasing participation in the 2017 Virginia Farm to School week, which will be held Oct. 2-6.

On Aug. 15 VFHY Obesity Prevention Coordinator Heidi Hertz participated on the Virginia Department of Education's review panel for a grant coordinator position within the Office of School Nutrition Programs.

On Aug. 15 Obesity Prevention Coordinator Heidi Hertz and Virginia Commonwealth University Dietetic Intern Jessica Cavall attended the Virginia Partnership for Out of School Time Leadership (VPOST) Council meeting. Council members discussed and approved VPOST's

overview and policy framework, which outlines VPOST's support of a statewide system of high-quality out-of-school-time programs and resources to support the academic, social, emotional and physical development of Virginia's children and youth.

On Aug. 16 VFHY Executive Director Marty Kilgore and Obesity Prevention Coordinator Heidi Hertz attended the Closer to My Grocer Steering Committee call, during which plans for the upcoming Closer to My Grocer Roundtable and Coalition meeting were discussed. The Roundtable and Coalition meeting will be held on Aug. 28 at FeedMore in Richmond.

**Budget Report:**

Wilma Jordan, Business Manager reported on the Statement of Net Assets and Governmental Funds Balance Sheet as of August 31, 2017.

Wilma Jordan also reported on the Actual Expenditures vs. Budget for July 2017 through August 2017. We are currently under budget in a number of categories due to the timing of invoices received from grantees and contractors which is typical in the first quarter of a fiscal year.

Lastly, Wilma noted the auditors have not provided a timeline for the FY17 audit.

Questions should be directed to Wilma Jordan at 804.786.7409 or [wjordan@healthyyouthva.org](mailto:wjordan@healthyyouthva.org).

**Public Comment:**

Robin Gahan, American Heart Association (AHA), reported on its collaboration with Y Street on Healthy Food Access Network and the Closer to My Grocer campaigns. In August, Y Street youth participated in a round table event. They also participated in the statewide coalition meeting which included more than twenty other organizations.

Y Street youth were awarded the "Motivated Millennial" award for their Fresh Spot Campaign.

AHA is planning to release a statewide tobacco collaboration planning meeting date.

Elena Serrano and Judith Midkiff, Virginia Family Nutrition Program, recognized Heidi Hertz, Obesity Prevention Program Coordinator as a close collaborator. Every year the Virginia Family Nutrition Program recognizes one of their friends as a close collaborator. Heidi has partnered with Virginia Family Nutrition Program on a number of projects: 365 Project, Child Hunger Demonstration Grant, and the Weight of the State Conference. The Virginia Family Nutrition Program's mission provides state-wide nutrition education to low income youth and as well as adults done through Virginia Cooperative Extension. They also teach limited-resource families and youth how to make healthier food choices and become better managers of available food resources for optimal health and growth. Their programs focus on basic nutrition, physical activity, safe food handling, and thrifty food shopping.

Janis Dauer, Executive Director of Alliance for the Prevention and Treatment of Nicotine Addiction (APTNA), presented an award to Marge White, VFHY Deputy Director for her dedication and support to the organization. Marge has served on its board and most recently as its chairman and provided guidance from its inception. The mission of APTNA is to work towards reduction in tobacco-caused morbidity and mortality by providing services that promote recovery from tobacco dependence.

## **Old Business:**

None

## **New Business:**

### **Bylaws Change**

Bob Leek, Chair of the Personnel/Policy/Bylaws Committee reported at our May meeting we discussed the proposed bylaws change related to officer terms, but in reviewing the revised language, an error was noted. In your package is the corrected version for consideration today.

**Motion:** to adopt the bylaws change that provides for a two-year term for the positions of board chairman and vice-chairman, with the eligibility to serve for two consecutive terms, and elections taking place in odd-numbered years by Bob Leek.

Second: Kris E. Kennedy, M.D.

Vote: unanimously in favor.

### **Election of Chair/Vice Chair**

Bob Leek, Chair of the Personnel/Policy/Bylaws Committee reported two individuals were nominated for the position of chairman and two for vice-chairman. One individual accepted the nomination for each of these respective positions: Sandy L. Chung for Chairman and Delegate John M. O'Bannon, III, M.D. for Vice Chairman.

Bob Leek asked if there were nominations from the floor and there were none.

**Motion:** to close nominations by Kris E. Kennedy, M.D.

Second: Marissa Levine, M.D.

Bob Leek noted that there was a motion and a second to close nominations and asked the Board to vote on that motion. The Board voted unanimously on this action.

**Motion:** to affirm the election of Sandy L. Chung, M.D. as Chairman and Delegate John M. O'Bannon, III, M.D. as Vice Chairman as they are unopposed by Bob Leek.

Second: Senator David R. Suetterlein.

Vote: unanimously in favor.

### **Substance Use Prevention Presentation**

Danielle Dick, Ph.D. from Virginia Commonwealth University presented on how genetic and environmental influences contribute to the development of patterns of substance use and related behaviors such as child conduct problems and depression. The study also showed how we can use that information to inform prevention and intervention. Dr. Dick noted that both genetic predispositions and the environment impacts substance use and effective prevention needs to address both to have the biggest impact for adolescents. Lastly, teaching them to understand their risk can also help them make better choices.

Contact Eloise Burke at 804.786.2523 or [eburke@healthyouthva.org](mailto:eburke@healthyouthva.org) for a copy of the presentation.

### **FOIA Refresher**

Carrie Nee, Office of the Attorney General, reviewed key components of FOIA related to board meetings. This included the requirement to have a quorum of board members physically present in the primary meeting location prior to any members joining by phone. She also said VFHY must post notices of all locations from which the board members will participate, including those

participating by phone. All locations must be open to the public. She noted the board could adopt a policy to provide some flexibility related to meeting notices and electronic communication.

Carrie Nee presented the following draft policy:

Policy on Individual Participation in VFHY Board Meetings by Electronic Means under § 2.2-3708.1

It is the policy of the Board of the Virginia Foundation for Healthy Youth that individual Board members may participate in meetings of the Board, the Executive Committee, or other committees of the Board by electronic communication means as permitted by Virginia Code § 2.2-3708.1. This policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Whenever an individual member wishes to participate from a remote location, the law requires a quorum of Board or committee to be physically assembled at the primary or central meeting location, and there must be arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location. The reason that the member is unable to attend the meeting and the remote location from which the member participates must be recorded in the meeting minutes. When such individual participation is due to a personal matter, such participation is limited by law to two meetings of the Board or committee per member each calendar year.

Individual participation from a remote location shall be approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act. If a member's participation from a remote location is challenged, then the Board or committee at that meeting shall vote whether to allow such participation. If the Board or committee votes to disapprove of the member's participation because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity.

The board would have to adopt this policy that allows use of statutory flexibility.

**Committee Reports:**

Program Committee

VFHY Director of Programs Donna Gassie reported on the following RFPs:

The RFP for grants for Tobacco Use Prevention and Cessation Programs for Youth was released in August. Offeror's conferences were held throughout the State. Recommendations for funding will be presented to the Program Committee at the next board meeting.

The next RFP for Healthy Communities Action Teams will be released in January 2018.

Save the date: Reduce Tobacco Conference – April 8 – 11, 2018 at the Norfolk Waterside Marriott.

Heidi Hertz, Obesity Prevention Program Coordinator, added that First Lady's Feed Virginia Day of Action event will be held on September 29. Go to: <http://vfan.org/> to see organizations who have signed up to host an event on that day and to sign up as a volunteer.

### Marketing Committee

Danny Saggese, VFHY Director of Marketing reported that the marketing committee wished to thank the board members who have forwarded the messaging from the Foundation or Y Street youth engagement movement through their networks.

Danny also reported that twenty-four new schools have been selected as Y Street partners for the 2018 fiscal year, and will be hosting Y Street training. After trainings are completed, approximately 800 – 1000 new Y Street members will be added.

### Research and Evaluation Committee

Marge White, Deputy Director, reported that the Virginia Youth Survey is being worked on with the Department of Health. We now have our sample of schools, five school divisions of which have requested an over sample in order to obtain division-level data. The process of administration will be done by November.

The next Research RFP will be issued in November.

### Announcements

Next Board Meeting Date:  
December 6, 2017

Reduce Tobacco Use Conference, April 8 – 11, 2018 at the Norfolk Waterside Marriott.

### Adjournment:

Meeting adjourned at 1:50 p.m.

**VIRGINIA FOUNDATION FOR HEALTHY YOUTH**  
**STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS**  
**BALANCE SHEET**  
**As of August 31, 2017**

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	<u>Governmental Funds</u>
	<u>Special Revenue</u>
<b>ASSETS:</b>	
Cash held by the Treasurer of Virginia	\$ 10,880,024
Investments/cash equivalents Held by the Treasurer	\$ -
Lease Deposits	\$ 5,966
Prepaid Expenses	\$ -
Capital Assets, net of accumulated depreciation: Operating equipment	_____
TOTAL ASSETS	<u>\$ 10,885,990</u>
<b>LIABILITIES:</b>	
Obligations Under Security Lend	\$ -
Compensated absences	\$ 128,830
Account payables	\$ 266,828
	_____
Total Liabilities	<u>\$ 395,658</u>
<b>NET ASSETS:</b>	
Investment in Capital Assets, net of related debt	\$ -
Unrestricted	\$ 10,490,332
	_____
Total net assets	\$ 10,490,332

## Virginia Foundation for Healthy Youth Actual Expenditures vs. Budget

July 2017 Through August 2017

	Actual Expenses July 2017 - August 2017	Budget July 2017 - August 2017	\$ Over/Under Budget thru August 2017	FY2018 Total Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest on Securities	0	0	0	0
Conf & Training Registration/Misc.	575	0	575	0
Grants/reimbursed expenses	0	0	0	0
Virginia Tobacco Settlement Fund	0	0	0	9,517,532
<b>Total Income</b>	<u>575</u>	<u>0</u>	<u>575</u>	<u>9,517,532</u>
<b>Expense</b>				
Administration	133,249	166,667	-33,418	1,000,000
General/Inter Agency Expenses	0	0	0	140,000
Marketing	429,707	545,005	-115,298	3,270,032
Program Expense	191,230	538,750	-347,520	3,232,500
Research/Surveillance and Eval.	9,457	120,833	-111,377	875,000
Obesity	53,290	166,667	-113,376	1,000,000
Endowment				
<b>Total Expense</b>	<u>816,933</u>	<u>1,537,922</u>	<u>-720,989</u>	<u>9,517,532</u>