

**WOMEN'S HEALTH STEERING COMMITTEE
MEETING MINUTES
April 1, 2011**

The Office of Women's Health Steering Committee held its regular meeting in The RSA Tower, Board Room 1586 at the Alabama Department of Public Health in Montgomery, Alabama. The following were in attendance:

Attendees:

Nan Priest	Tracy Welsh
Margaret Findlay	Cynthia Williams
Izza Afgan	Laura Upchurch
Nancy Bishop	Susie Jones
Laura Susan Cain	Teresa Fair
Debra Hodges	Kim Moses
Juaquala Madkin	Jessica Hardy
Leigh Minchew	Elana Parker
Janice Nelson	Julia Sosa
Tammy Smith	Dechelle Merritt
Beth Taylor	

Sign in sheet is attached.

Welcome/Call to Order

Nan Priest, Chairman, Office of Women's Health Steering Committee, called the meeting to order at 9:45 a.m. She greeted the steering committee members and recognized the special guests. Susie Jones, AME Women's Missionary Society; Leigh Minchew, South Alabama Women's Health Nurse Practitioner; Teresa Fair, ADPH Nutrition and Physical Activity Division Dietitian; and Laura Upchurch, ADPH Nutrition and Physical Activity Division Intern were present.

Minutes Review & Approval

Nan Priest, Chairman, Office of Women's Health Steering Committee, directed the members to review the December 2010 minutes and contents of their folders. She noted that the committee would come back to approve the minutes when there was a quorum present. The members were provided with a copy of the 2003 strategic plan used for revisions in 2007, and were asked to review them as homework. Ms. Priest stated that in June, time would be allotted for Dr. Ginter from UAB to assist with revisions and updates of the OWH strategic plan. The members were also asked to review the OWH directory in their folders and inform the office if their contact information needed to be updated.

OWH Overview

Jessica Hardy, Director, Office of Women's Health, provided a brief overview of the Office of Women's Health for visitors and new members who had not participated in an orientation. Jessica reviewed the concepts of the structure of the office and presented information on the steering committee, purpose of the office, and the activities of the office.

2011 Planning Report

Nan Priest, Chairman, Office of Women's Health Steering Committee, led the committee in a discussion about the notes from the executive committee February 11 planning meeting. She directed the members to review the notes and emphasized that work needed to be done for the strategic plan during the June meeting. Items outlined were the funding initiatives, community outreach initiatives, committee structure, and the strategic plan that needs to be revised. Ms. Priest noted that the OWH has a mission statement but is in need of a vision statement. Margaret Findlay, indicated that one of the things on the horizon in 2012 is the ten year anniversary of the Office of Women's Health. She asked members to think of ways to celebrate the work of the OWH and

provide feedback during the June meeting. Members were instructed to move into their work groups for the breakout sessions. The subcommittees consist of the Healthy Women's Car Tag, Women's Health Update, Women's Health Data, and the Women's Health 5K Run and 1 Mile Walk work groups. Ms. Priest noted that the Healthy Women's Car Tag work group is in need of a chair and encouraged members to consider signing up to serve in that area.

Work Group Reconvened to Report:

Healthy Women Car Tag Work Group Report

Tammy Smith, Office of Women's Health Steering Committee, reported that she has agreed to chair the work group with Susie Jones serving as co-chair. Some of the activities and accomplishments include providing a link to the Healthy Women's Car Tag information and commitment form on the OWH website. Plans are underway to promote the Healthy Women's Car Tag during several venues which include the Sisterbration Girls Night Out Health Fair scheduled June 11, 2011 at True Divine Baptist Church in Montgomery, Alabama, and during the Babypalooza which will be held May 14 in Dothan, Alabama. The car tag will also be promoted through mass mail outs of posters and flyers to committee members to place in churches, post offices and the probate offices in various counties in Alabama. A conference call will be scheduled during the third week in May to discuss the promotion efforts of the Healthy Women's Car Tag. The Women's Missionary has agreed to partner with the OWH to get 150 commitments from each of their six conferences. Susie Jones serves as president of their North conference. Other areas where the Healthy Women's Car Tag can be promoted are through the Black Nurses Association for Montgomery and Birmingham, the OWH presentation in Eufaula, Alabama in November, and the AWHONN Alabama Association. The committee agreed to have talking points available when presentations were made.

2011 Women's Health Update Work Group Report

Margaret Findlay, Vice Chair, Office of Women's Health Steering Committee, provided a report of the plans for the Fourth Annual Women's Health Update. The two potential dates for this year's event are July 30 or August 6, 2011. Plans are to have the conference at the University of South Alabama in Mobile, Alabama. The target audiences are pharmacists, nurse practitioners and nurses. CEUs will be awarded. A save the date card will be made available for distribution at the nursing conference, FACES. A conference call is scheduled for April 14 at 10:00 a.m. The update is scheduled to be held from 7:30 a.m. until 3:30 p.m. with two breakout sessions. Box lunches will be provided to the participants. Additional plans are to have a silent auction and poster displays again this year. Members of the full committee agreed to bring silent auction items.

Women's Health Alabama 2009-2010 Data Publication

Debra Hodges, Office of Women's Health Steering Committee, provided a report on the 2009-2010 Women's Health in Alabama data publication. The publication is complete and available for view on the OWH website. Speaker notes need to be completed for the slides. Linda Mays will be contacted to provide voiceovers for the slides. Slides will be available on the OWH website with the speaker notes. The committee agreed that the data needed to be updated for the census and stats. Graduate students and interns will be targeted to assist with this process. Frequently asked questions will be available at the end of each presentation along with contact information of experts on each slide. Organizations targeted for dissemination of the data publication include targeted health conferences and health association meetings, SPAC, ALPHA, FPAC, UAB, nurse executive groups, schools/universities, and ADPH Network. Elana Parker stated that the data publication could be included as a part of the women's health week satellite conference scheduled May 18 and that Continuing Education Units could be offered. Each member will be asked to agree to present to at least three groups annually.

2011 5K and 1 Mile Mother Daughter Walk

Juaquala Madkin, Office of Women's Health Steering Committee, reported that plans are to increase the number of participants in the Women's Health 5K and 1 Mile Mother Daughter Walk this year. She encouraged the steering members to volunteer and complete a volunteer form. Ms. Madkin noted that

volunteers are still needed to assist with the finish line. The committee continues in its effort to secure the sponsorship of the fruit. She stated that Target may be a potential sponsor. Jackson Hospital will provide 250 pedometers for the bags and has agreed to assist with stuffing the bags. The 5K will be held in partnership with St. Vincent's Health System during the 2011 ONB Magic City Art Connection at Linn Park in Birmingham, Alabama. This year the First Lady of Birmingham Dr. Sharon Bell will serve as Grand Marshall and Councilman Jay Roberson and his family will serve as the Fitness Ambassador. The event is scheduled to be held April 30, 2011. A conference call is scheduled for April 11 at 2:30 p.m. to discuss the final plans for the event.

Adjournment

Nan Priest, Chairman, Office of Women's Health Steering Committee, thanked the committee members and visitors for attending. Visitors included: Laura Upchurch, Teresa Fair, and Kim Moses; Susie Jones and Leigh Minchew were accepted as non-voting consumer committee members. Ms. Priest announced that there was not a quorum so the December 2010 minutes would be reviewed for approval at the June meeting. She encouraged the members to make every effort to attend the next meeting which will be scheduled from 9:30a.m. - 1:00p.m., and will include a working lunch to allow the members to work on the strategic plan. Jessica made a special presentation of congratulations to Nan Priest and the meeting was adjourned.

**Next Meeting:
September 9, 2011**

Minutes Submitted by Dechelle Merritt
OWH Administrative Assistant

Nan Priest
Committee Chair

**WOMEN'S HEALTH STEERING COMMITTEE
MEETING MINUTES
June 10, 2011**

The Office of Women's Health Steering Committee held its regular meeting in The RSA Tower, Board Room 1586 at the Alabama Department of Public Health in Montgomery, Alabama. The following were in attendance:

Attendees:

Nan Priest	Angela Martin
Margaret Findlay	Linda Mays
Carol Kelley Nesbitt	Janet McQueen
Izza Afgan	Katie Obringer
Nancy Bishop	Linda Roussel
Laura Susan Cain	Sue Turner
Debra Hodges	Tammy Smith
Juaquala Madkin	Tracy Kinard
Leigh Minchew	Jessica Hardy
Janice Nelson	Elana Parker
Janet Benefield	April Dobbs for Kelly Bownes
Dechelle Merritt	Dr. Grace Thomas joined the meeting later

Sign in sheet is attached.

Welcome/Call to Order

Nan Priest, Chairman, Office of Women's Health Steering Committee, called the meeting to order at 9:43 a.m. The members were provided time to introduce themselves. She recognized the special guests. April Dobbs attended to represent Kelly Bownes.

Minutes Review & Approval

Nan Priest, Chairman, Office of Women's Health Steering Committee, presented a copy of the December 2010 and April 2011 minutes for review. She noted that a quorum was not met during the last steering meeting. Nancy Bishop made a motion to approve the December 2010 minutes. Tracey Welsh seconded the motion. The minutes were approved unanimously. Dr. Linda Roussel made a motion to approve the April 2011 minutes. Dr. Janice Nelson seconded the motion. The minutes were approved unanimously. Nan Priest directed the members to review the contents of their folder and asked them to mark the remaining meeting dates on their calendars. She instructed them to pay special attention to the attendance requirements and make every effort to attend the meetings. Nan announced that the members will go to training room 980 to work on the OWH strategic plan following the steering committee meeting. The strategic planning meeting will be facilitated by Dr. Ginter from UAB.

OWH Overview

Jessica Hardy, Director, Office of Women's Health, asked all of the members to inform the office whenever they present to groups concerning women's health. Dr. Martin reported that she presented at a recent AME Women's Conference highlighting statistics concerning heart disease the most common disparity disease, and prevention throughout the women's life cycle. The statistics indicate that women live longer than men. She stated that the audience was shocked about the stats and the information was well received. Jessica noted that she received several accolades through e-mail about the event. Elana Parker reported that Nan Priest presented information from the Women's Health Data Publication during an ADPH satellite conference held during National Women's Health Week. Izza Afgan served as a panelist at that conference and presented information and statistics on postpartum depression. There were several hundred viewers. Continuing Education Unites were offered to nurses, social workers and other health professionals. The satellite can be viewed up to two years through the Public Health Training Network website.

Jessica Hardy, Director, Office of Women's Health, introduced Dr. Grace Thomas, ADPH Family Health Services Medical Director who joined the meeting briefly. She has been invited to join the steering committee to finish Dr. Miller's term as he assumes additional responsibilities.

Healthy Women Car Tag Work Group Report

Tammy Smith, Office of Women's Health Steering Committee, reported that the Healthy Women Car Tag was on display at the Ft. Rucker Girls Night Out event attended by 500 women. The car tag was also promoted during the Babypalooza which was held May 14 in Dothan, Alabama. The Commitment-to-purchase forms were available for individuals interested in purchasing a car tag. Plans are underway to have posters and postcards distributed. Jessica stated that the six conferences of the AME Missionary churches have been charged to get 150 car tag commitments per conference. Life members will have a chance to win a lifetime stole as an incentive. Plans are also to have a table set up at the Fourth Annual Women's Health conference. The Healthy Women's Car Tag information will be sent to the Healthy Women Network and churches. The new partnership looks promising.

2011 Women's Health Update Work Group Report

Margaret Findlay, Vice Chair, Office of Women's Health Steering Committee, provided a handout outlining the program agenda for the Fourth Annual Women's Health Update. The update is scheduled August 5, 2011 at the Bruno Conference Center, St. Vincent's Health System. CEUs will be offered for registered nurses, nurse practitioners, pharmacists, and social workers. The theme for this year is *Population Health Management: Caring for the Whole Women*. Linda Roussel and Leigh Minchew will coordinate the call for poster abstracts. Janice Nelson is coordinating the Silent Auction. The committee members have been asked to assist with securing vendors and sponsors. Bags will be provided by St. Vincent's Health System again this year. The workgroup wants to advertise next year's conference this year, so plans are being made to have the conference at the University of South Alabama in Mobile, Alabama on Friday, August 3, 2012.

2011 5K and 1 Mile Mother Daughter Walk

Juaquala Madkin, Office of Women's Health Steering Committee, reported that the 2011 Women's Health 5K Run and 1 Mile Mother Daughter Walk went well despite the challenges from the April storms. She announced that she was resigning as chair for the Women's Health 5K. She will continue to volunteer but she can no longer serve as committee chair for the workgroup. Margie Findlay made a motion to reimburse Katie O'bringer the funds used to pay for the race equipment. Janice Nelson seconded the motion. The committee approved unanimously.

Adjournment

Nan Priest, Chairman, Office of Women's Health Steering Committee, thanked the committee members and visitors for attending. Special recognition was given to ABC 33/40 and Linda Mays for the advertisement of the 2011 Women's Health 5K and 1 Mile Mother Daughter Walk. Nan reminded the members to report to training room 980 for the strategic planning meeting following the steering committee meeting.

**Next Meeting:
December 9, 2011**

Minutes Submitted by Dechelle Merritt
OWH Administrative Assistant

Nan Priest
Committee Chair

**WOMEN'S HEALTH STEERING COMMITTEE
MEETING MINUTES
September 9, 2011**

The Office of Women's Health Steering Committee held its regular meeting in The RSA Tower, Board Room 1586 at the Alabama Department of Public Health in Montgomery, Alabama. The following were in attendance:

Attendees:

Nan Priest	Sue Turner
Margaret Findlay	Tracy Welsh
Izza Afgan	Michelle Dickey
Leigh Minchew	Nicole Masi
Janice Nelson	Janice Smiley
Katie Obringer	Martha Wingate
Tammy Smith	Jessica Hardy
Beth Taylor	Elana Parker
Grace Thomas	Dechelle Merritt

Sign in sheet is attached.

Welcome/Call to Order

Nan Priest, Chairman, Office of Women's Health Steering Committee, called the meeting to order. A special welcome was given to Dr. Martha Wingate, Janice Smiley, ADPH Family Health Program and Michele Dickey, Alabama Asthma Program. She announced that the letter confirming Dr. Grace Thomas, ADPH Family Health Services appointment has been received from MASA. She also announced that Jamey Durham, Deputy Director, Bureau of Professional and Support Services had joined the meeting today.

Izza Afgan, Office of Women's Health Steering Committee, provided a brief overview of the Pregnancy Risk Assessment Monitoring (PRAMS) survey. Data was collected from women who recently gave birth and were asked questions pertaining to postpartum depression (PPD). A fact sheet was created indicating that during the three year period of 2007-2009, 14.7 percent of Alabama mothers reported being always or almost always depressed since the birth of their baby, and 9.3 percent of Alabama mothers reported being diagnosed with depression by a doctor or healthcare provider. Each of the Office of Women's Health Steering members were provided with a copy of the fact sheet and a signup sheet was passed around for individuals who wanted to join the PRAMS steering committee to partner with them. Jessica indicated that the PRAMS survey was good information to distribute to OBGYN offices.

Elana Parker, Office of Women's Health, discussed the upcoming National Partnership for Action Forum Reducing Health Disparities by Promoting Health Equity in Alabama. The forum will be held Thursday, September 29, 2011 from 9:30 – 3:00 at the Alabama Power building in Clanton, Alabama. The Office of Minority Health received a small mini grant to put out a series of strategies to raise awareness around different health disparities and reduce health disparities in Alabama. Two satellites have been scheduled on October 26 and November 1 to focus on mental health in response to the April Tornados.

Nan Priest, Chairman, Office of Women's Health Steering Committee, directed the members to review the news article that was submitted by Debra Hodges to the Daily Mountain Eagle. She also provided the members with an article that was submitted for review to publish in the Alabama Health newsletter. Members were asked to review the article and submit feedback on any changes or modifications that needed to be made.

Healthy Women Car Tag Work Group Report

Tammy Smith, Office of Women's Health Steering Committee, reported directed the members to review the news article that was submitted by Debra Hodges to the Daily Mountain Eagle. She also provided the members with an article that was submitted for review to publish in the Alabama Health newsletter. Members were asked to review the article and submit feedback on any changes or modifications

Tammy Smith, Office of Women's Health Steering Committee, reported that the Healthy Women Car Tag was on display at the Ft. Rucker Girls Night Out event attended by 500 women. The car tag was also promoted during the Babypalooza which was held May 14 in Dothan, Alabama. The Commitment-to-purchase forms were available for individuals interested in purchasing a car tag. Plans are underway to have posters and postcards distributed. Jessica stated that the six conferences of the AME Missionary churches have been charged to get 150 car tag commitments per conference. Life members will have a chance to win a lifetime stole as an incentive. Plans are also to have a table set up at the Fourth Annual Women's Health conference. The Healthy Women's Car Tag information will be sent to the Healthy Women Network and churches. The new partnership looks promising.

Minutes Review & Approval

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Jessica Hardy, Director, Office of Women's Health, introduced Dr. Grace Thomas, ADPH Family Health Services Medical Director who joined the meeting briefly. She has been invited to join the steering committee to finish Dr. Miller's term as he assumes additional responsibilities.

2011 5K and 1 Mile Mother Daughter Walk

Juaquala Madkin, Office of Women's Health Steering Committee, reported that the 2011 Women's Health 5K Run and 1 Mile Mother Daughter Walk went well despite the challenges from the April storms. She announced that she was resigning as chair for the Women's Health 5K. She will continue to volunteer but she can no longer serve as committee chair for the workgroup. Margie Findlay made a motion to reimburse Katie O'bringer the funds used to pay for the race equipment. Janice Nelson seconded the motion. The committee approved unanimously.

Adjournment

Nan Priest, Chairman, Office of Women's Health Steering Committee, thanked the committee members and visitors for attending. Special recognition was given to ABC 33/40 and Linda Mays for the advertisement of the 2011 Women's Health 5K and 1 Mile Mother Daughter Walk. Nan reminded the members to report to training room 980 for the strategic planning meeting following the steering committee meeting.

**Next Meeting:
December 9, 2011**

Minutes Submitted by Dechelle Merritt
OWH Administrative Assistant

Nan Priest
Committee Chair

**WOMEN'S HEALTH STEERING COMMITTEE
MEETING MINUTES
December 9, 2011**

The Office of Women's Health Steering Committee held its regular meeting in The RSA Tower, Terrace Ball Room at the Capital City Club in Montgomery, Alabama. The following were in attendance:

Attendees:

Steering Committee

Nan Priest
Margaret Findlay
Izza Afgan
Nancy Bishop
Debra Hodges
Tracey Kinard
Quala Madkin
Linda Mays
Leigh Minchew
Janice Nelson
Katie Obringer
Beth Taylor
Grace Thomas
Sue Turner
Cindy Williams
Nichole Masi

Invited Guest

Robert Allen
Monique Wilson
Linda Holmes
Gretchen McDaniel
Karen Allen Green
Tammy Escridge
Shayla Haynes
Catherine Srong
Carol Potok
Anita Graydon
Jackie Battle
Catherine Gregory

ADPH Staff

Arrol Sheehan
Charlie Thomas
Carolyn Bern
Sandra Jones
Jessica Hardy
Dechelle Merritt

Sign in sheet is attached
Welcome/Call to Order

Nan Priest, Chairman, Office of Women's Health Steering Committee, greeted the members and acknowledged all the visitors that were present. She thanked them for attending the Annual Recognition Brunch at the Capital City Club. Special thanks and recognition was given to all the volunteers and steering committee members for their volunteerism and support to the Office of Women's Health over the past year.

Minutes Review & Approval

Nan Priest, Chairman, Office of Women's Health Steering Committee, presented a copy of the September, 2011 minutes for review. On a motion made and seconded, the Committee move to approve the September, 2011 minutes. The September, 2011 minutes were approved unanimously.

Healthy Women Car Tag Work Group Report

After a discussion the decision was made to suspend work on the Healthy Women Car Tag until 2013. Nan Priest asked that work group members use 2012 to regroup and present a different strategy to undertake in 2013. Cynthia Williams made a motion to suspend the car tag. The motion was seconded and the decision to suspend the work on the car tag was approved.

2011 Women's Health Update Work Group Report

Dr. Leigh Minchew, Office of Women's Health Steering Committee, provided a brief report on the plans for the 2012 Women's Health Update. The Fifth Annual Women's Health Update is scheduled Friday, August 3, 2012 at the Renaissance Riverview Hotel in Mobile, Alabama. Continuing Education Units will be offered for dietitians, social workers, registered nurses, nurse practitioners, and pharmacists. The theme for this year is *Creating a Culture of Wellness for Women of Diverse Populations*.

Dr. Leigh Minchew announced that the workgroup is still in need of a silent auction coordinator, sponsors, and more volunteer speakers. Members were encouraged to provide topics of interest relevant to women's health. Dr. Leigh Minchew also announced that there will be an exhibit from the Oncology on Canvas during the event.

Women's Health 5K and 1 Mile Mother Daughter Walk

Beth Taylor, Office of Women's Health Steering Committee, reported that the 2011 Women's Health 5K Run and 1 Mile Mother Daughter Walk was a success. Quala Madkin was the past years chair of the 5K workgroup committee. Because of the April storms, the run was moved to May. The course was certified as an official 5K route. Beth announced that she agreed to be the new chair for the workgroup and she needs volunteers. Katie Obringer will continue to assist with the finish line activities. Nancy Bishop will assist with registration. The committee is waiting for approval from the City of Birmingham to host the event at Lynn Park on May 19, 2012. The committee is still in need of sponsors. Beth announced that a conference call will be scheduled in January and asked the members to look for an e-mail. Nan Priest thanked Beth Taylor and announced that the Women's Health 5K Workgroup needs a co-chair. Katie Obringer agreed to serve as the Co-chair for Women's Health 5K Workgroup.

OWH Face Book Overview

Izza Afgan, Office of Women's Health Steering Committee, will serve as monitor for the Office of Women's Health Facebook page. Facebook will be used to share women's health information and to

promote upcoming events. Members were asked to go to the OWH facebook page and 'like' the page. They were also asked to submit any health articles, information and events they wanted posted to facebook. Izza Afgan will review material and post the information on the page. Margaret Findlay requested that three postings per week be submitted to facebook. The members were provided with a calendar of events that outlined women's health activities. Suggested items to post to facebook were articles, publications, data, upcoming events, or anything relevant to women's health. Members were asked to encourage friends, family or co-workers to view and 'like' the page. Facebook is a good way to communicate important information. Leigh Minchew posed a question about posting policies that may arise. It was recommended to send Izza Afgan any information that they wanted posted and she would make sure the information was appropriate and not controversial. Janice Nelson recommended looking at other organizations to see what is appropriate to share. Jessica Hardy directed the members to Izza Afgan's e-mail address and encouraged members to also send video clips or articles, and noted that they could even use their smart phone to 'like' the OWH facebook page. The OWH serves as a resource for the state and we have a wealth of speakers with excellent knowledge that we want to highlight and facebook is a great way to engage the public. Jessica also suggested talking with Linda Mays to promote the OWH facebook page to get the message out through media avenues. Jennifer Sumner, ADPH Acting Director, Digital Media, conducted an overview of facebook; noting that facebook is a social networking service that connects people.

Recognition of Supporters

Nan Priest, Chairman, Office of Women's Health Steering Committee, led the committee as they gave special recognition to the supporters and volunteers, OWH Steering Committee Members, and ADPH staff for their service to the ADPH Office of Women's Health 2011 activities and events. A small token was presented to each person present for their support. Janice Nelson presented an award to Robert Allen the husband of the late Dr. Geraldine Allen and gave special tribute to her for her contribution to the work on the OWH Steering Committee. Dr. Sharon Bell was not present but was recognized for her support of the Birmingham City Women's Health 5K Run/Walk. Jessica Hardy presented Dr. Findlay, Vice Chair of the Office of Women's Health Steering Committee, the *Heart of Gold Award* established by Jessica in memory of her mother, Mozzelle Thomas, who truly demonstrated a heart of gold as she cared for her family and neighbors. Jessica also presented Nan Priest, Chair of the Office of Women's Health Steering Committee with the *Heavy Heart Award*. She was recognized for her support and contributions to the OWH Steering Committee and her tireless work on behalf of women's health in Alabama.

Girls on the Run Presentation

Catherine Gregory, Director, Girls on the Run Birmingham, Alabama Chapter, provided a video presentation of Girls on the Run. Girls on the Run, is a non-profit program for girls in 3rd – 5th grades that teaches them about self-respect and making healthy choices. The program is a volunteer led program that weaves training for a 5K run into the workshops to inspire girls to be joyful, healthy and confident using a fun, experienced based curriculum which creatively integrates running. The program is also designed to provide girls with tools and encouragement they need to make healthy decisions and form health self-images. Girls on the Run Birmingham Chapter plans to have their first 5K run on Saturday, May 12, 2012 at the YMCA in Birmingham, Alabama. Jessica noted that the Girls on the Run is an initiative that the Office Women's Health wants to support.

Adjournment

Nan Priest, Chairman, Office of Women's Health Steering Committee, thanked the committee members and visitors for attending. She asked the members to think about how they wanted to celebrate the Ten Year Anniversary of the Office of Women's Health next year. Jessica suggested creating a 10 year banner that can be on display at women's health events. She also noted that the announcement about the event can be added to the OWH website and put on the OWH facebook page. The members were reminded that the Women's Health 5K and the Women's Health Update have been scheduled for 2012.

Nan concluded the meeting by directing the members to pull out the OWH mission and vision statement and led them to read them and the meeting was adjourned.

**Next Meeting:
March 9, 2012**

Minutes Submitted by Dechelle Merritt
OWH Administrative Assistant

Nan Priest
Committee Chair