Data Committee
Chair- Linda Knol (2012)
Co Chair- Richard Sinsky

Committee Members: (Names and email addresses)
1. Scott Thomas- scott.thomas@adph.state.al.us MPH doctoral candidate
2. Kim Blake, PhD.- KBL0005@auburn.edu

Project:
1. A) ADPH Dental Survey
   Steps: 1. Analyze height and weight data collected by ADPH Dental Division about students.
          2. Distribute data results to ADPH and media (Press releases)
          3. Develop a list of potential ways to use the analyzed data for the OTF and present it to the Board.

Prioritize Projects:
Role of committee: Serve as an advisement group/resource for OTF committees to ensure evaluation parts of projects are sound.
The committee will not be able to do the evaluations, but will be happy to provide input.
### Priority One Project

#### Project Name: ADPH Dental Project

**Goal:** To have height and weight data in a usable format from the second study of school age children in AL collected by ADPH Dental Division.

<table>
<thead>
<tr>
<th>Date Expected</th>
<th>Milestone</th>
<th>Lead on step</th>
<th>Output/Indicator</th>
<th>Status/Comments/TA Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Work with ADPH Dental Division</td>
<td>Linda Knol</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Receive data and analyze height and weight data collected by ADPH Dental Division</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Distribute data results to ADPH and media (Press releases)</td>
<td></td>
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<tr>
<td></td>
<td>Develop a list of potential ways to use the analyzed data for the OTF and present it to the Board. (work with Communications Committee)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Health Care Provider Committee

Committee members
Chair – Janice Smiley (2012) – Janice.smiley@adph.state.al.us
Co Chair - __Felecia Fish (2013)- ffish@ymcabham.org

Members: (Names and email addresses)
1. Helen Wilson- lwilson@838@yahoo.com
2. Kathleen Bowen- KBowen@bcbsal.org
3. Bonnie Spear- BSpear@uab.edu

Projects:
A) Healthcare provider awareness
1. Select appropriate materials for distribution to HCP in Alabama (Getting 5310 or similar)
2. Collaboration with PCP school nurses, medical homes, BCBS provider rep
3. 3. Attend AAP Council meeting
4. 4. Long term- work with ALL Kids
Priority One Project

<table>
<thead>
<tr>
<th>Health Care Providers</th>
<th>Project Name: Educating Health Care Providers on identification and prevention of obesity</th>
<th>Goal: Health Care Providers in AL will address obesity issues with patients?</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Date Expected</th>
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<th>Lead on step</th>
<th>Output/Indicator</th>
<th>Status/Comments/TA Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Clearly define Health Care Providers in target</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Identify useable tools- determine criteria/areas tools should address; do search of available materials; select tools to encourage as examples; determine distribution (provide kits, versus web site resource, versus awareness of good tools, etc) Evaluate effectiveness of project by?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Attend AAP council meeting</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Advocacy Committee

Committee members
Chair – Dennis Pillion (2012)

Co Chair- _______________
Members: (names and email addresses)
1. Jennifer Nemet- inemet@ymcabham.org
2. Michael Jackson- mjackson@dife.us
3. _____________________________
   _____________________________
   _____________________________

Projects:
A. Pediatrician awareness
   1. Support community projects that OTF are involved with by being a resource for policy issues
      2.
B. Collaborate with the Committee Chairs and the Task Force Chair to draft and incorporate a description and function of the new committees into the Task Force manual.
   1. Follow up with committee chair
      2.
C. Establish networking with agencies such as Department of Agriculture, Tourism, and ADECA.
   1. Define outreach needs
      2.
D. Write position papers.
   1. Identify OTF position and priorities
      i. Tax on produce
      2.
E. Complete the resolution statement.
   1. Complete statement
F. Provide advocacy training for OTF-
   1. How to be an advocate
   2. What mapping means

Prioritize Projects
1. Resolution statement
2. Position paper
3. Health Care (pediatrician) awareness
4. Network with other agency contacts
5. Collaborate with Committee Chairs

Priority One Project

<table>
<thead>
<tr>
<th>Advocacy</th>
<th>Project Name: Resolution Statement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Goal: Resolution statement will be completed and approved by the membership by________, 2011.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date Expected</th>
<th>Milestone</th>
<th>Lead on step</th>
<th>Output/Indicator</th>
<th>Status/Comments/TA Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/2011</td>
<td>Set up list serve for committee members</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3/2011</td>
<td>Set up conference call for committee</td>
<td>Michael</td>
<td>Michael will get dates to Mim</td>
<td></td>
</tr>
<tr>
<td>4/2011</td>
<td>Start sharing concepts with committee members</td>
<td>Michael</td>
<td>All members will have received draft and made comments</td>
<td></td>
</tr>
<tr>
<td>5/2011</td>
<td>Resolution will be presented to Board and then to the State Task Force</td>
<td>Dennis</td>
<td>May 18 meeting will approve resolution</td>
<td></td>
</tr>
</tbody>
</table>
Committee members
Chair – Kathe Briggs- (2013)
Co Chair -
Members: (names and email addresses)
1. Kathe Briggs  Kathe.briggs@eamc.org
2. Kathy Shuleva  kshuleva@bcbsal.org
3. Crystal Howard  howard@girlsincentral-al.org
4. Whitney Pinkston  whitney.pinkston@adph.state.al.us
5. Teresa Fair  Teresa.fair@adph.state.al.us
6. Brandi Pouncy  Brandi.Pouncy@adph.state.al.us
7. Debby LaCruz  dlacruz@YMCAHAM.ORG
8. Connie Blair  Connie.blair@mh.alabama.gov
9. Lamont Pack  Lamont.pack@adph.state.al.us
10. Jennifer Ropa  Jennifer.anne@mac.com
11. Laurie Eldridge-Auffant  laurie.eldridge_auffant@adph.state.al.us
12. Dechelle Merritt  dechelle.merritt@adph.state.al.us

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**Project:** A) Project: Worksite wellness manual - to assist Alabama employers in development of worksite wellness programs.

1. Finalize the worksite wellness manual.
2. Determine best method for distribution – free via Internet, charge, print copy only, etc.
3. Identify target audiences for manual distribution.
4. Work with Communications Committee to develop a press release about the manual.

**Project:** B) Project: Webinars to communicate content of manual and promote worksite wellness in Alabama.

**Project:** C) Project: Work with Data Committee to survey worksite wellness in Alabama.
**Prioritize Projects**
1. Complete worksite wellness manual

**Priority One Project**

<table>
<thead>
<tr>
<th>Community</th>
<th>Project Name: Wellness Manual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Goal: Finalized manual will be ready for distribution</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date Expected</th>
<th>Milestone</th>
<th>Lead on step</th>
<th>Output/Indicator</th>
<th>Status/Comments/TA Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 2011</td>
<td>Electronic copy of draft manual will be sent to committee members; specific assignments given according to chapters</td>
<td>Kathe</td>
<td>Laurie will have draft manual outline, with DRAFT content specified. Kathe will send to committee members, with specific assignments.</td>
<td></td>
</tr>
<tr>
<td>April 2011</td>
<td>Committee members will have responded</td>
<td>Kathe</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 2011</td>
<td>Comments incorporated into draft manual</td>
<td>Laurie/Kathe</td>
<td></td>
<td></td>
</tr>
<tr>
<td>May 18, 2011</td>
<td>Committee will review draft of manual at meeting. Typo changes, not content, made as needed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>July/Aug 2011</td>
<td>Manual completed</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Communication Committee

Committee members
Chair – Verna Gates- (2012)
Co Chair- LaShanna Tripp (2013)
Members: (names and email addresses)
Blu Gilliand Blu.gilliand@adph.state.al.us

Projects:
A. Promote OTF activities to the public through electronic and written press releases (and other means as fitting).
   Steps:  1. Press release drafted after each meeting
           2.
           3

B. Design a logo for the OTF and update letter head.
   Steps:  1
           2.

C. Develop, maintain, and promote a Facebook page for the OTF. Include, but limited to the following: meetings dates and times, board members, current projects, committees, committee chairs and co-chairs, some past projects, links to past and current press releases, history of the OTF, photographs from OTF meetings, meeting minutes.
   Steps:  1.
           2
           3.
### D. Determine and employ utility of Twitter.

**Steps**

1. 
2. 
3. 

### Prioritize Projects

1. Develop Logo
2. Website updated
3. 

#### Priority One Project

**Project Name:** Logo

**Goal:**

OTF will have a logo to use on all publications and marketing materials

<table>
<thead>
<tr>
<th>Communication</th>
<th>Project Name: Logo</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal:</strong></td>
<td>OTF will have a logo to use on all publications and marketing materials</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date Expected</th>
<th>Milestone</th>
<th>Lead on step</th>
<th>Output/Indicator</th>
<th>Status/Comments/TA Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Committee will work with artist in developing logo</td>
<td>Verna</td>
<td></td>
<td>(Status Codes: Pending, Behind Schedule, On Schedule, Completed)</td>
</tr>
<tr>
<td></td>
<td>Draft Logo will be presented to OTF members for approval</td>
<td>Verna</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Youth and Family Committee

Committee members
Chair – Scott Silver- 2013
Co Chair – ______________
Members: (names and email addresses)
Taylor Huff  THuff@uwca.org
Katie Saunders  Katiemsaunders@gmial.com
Molly Killman  molly.killman@adph.state.al.us
Maranda Swanson  maranda.swanson@yahoo.com
Ashley Barnes  turnej@auburn.edu
Erin Han  ckh002@auburn.edu
Yvonne Madison  vytbrm@aol.com
Jennifer Ropa  Jennifer.anne@mac.com
Allison Sanders  asanders1@samford.edu

Project:
A) Project: County Resource Guide links for web site.
   1. Develop a guide/template for identifying county-wide resources (i.e. gov sites, reputable and updated appropriately, etc.).
   2. Identify existing internet resources that represent entire state coverage.
   3. Present the identified resources to the Board.
   4. Collaborate as needed to update the OTF website regarding state-wide internet resources.
   5. Present the updated state-wide online resources on the OTF website to the Task Force during an open meeting.

B) Project: School Wellness Policies
   1. Support Alliance for a Healthier Generation on implementing school wellness policies
   2. Work with State Dept. of Education on methods to assist schools
Prioritize Projects

1. Develop school wellness policy model
2. Develop resource guide for web site- champion for health
3. Develop 1 page flyers for lifestyle changes for community distribution (pharmacy, MD, etc.)
4. Involve parent advocacy group

<table>
<thead>
<tr>
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<th>Status/Comments/TA Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Work with state DOE staff on school wellness policy expectations</td>
<td>Scott</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Review current policies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Adapt/revise policy to meet state expectations.</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
Student Engagement Committee

Committee members
Chair – ) Thomas Maple, Pharm D, AU
   Co Chair- ______Sheena Quizon, RD, UA_____
   Members: (names and email addresses)

1. Emilee McConkey, AU- ebm0006@auburn.edu
2. Kelli Reardon, AU- knr0008@auburn.edu

Project: (Each project may have several steps.) Elect committee chair and necessary officers as needed.

Project A) Each university should identify at least one primary project, which coincides with OTF mission, to work on throughout the year. Maintain records of progress on the project. Present project progress to the board during monthly meetings and to the open task force as deemed appropriate at quarterly meetings.

Steps: 1. Determine and hold monthly meeting date, time, and location
2. Each university should develop, maintain, and promote a Facebook page.
3. Develop a team to work with the Youth and Family Committee to assess resources in your local county once the template is developed and tests.

Prioritize Projects
1. Recruit members from different colleges within each university
2. Determine campus wide project, such as 5 K run/ Health fair
For Priority One

<table>
<thead>
<tr>
<th>Student</th>
<th>Project Name: Recruitment of members</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Goal: Each university team will consist of representatives from different colleges throughout the university</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date Expected</th>
<th>Milestone</th>
<th>Lead on step</th>
<th>Output/Indicator</th>
<th>Status/Comments/TA Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 2011</td>
<td>Will have at least 3 colleges involved</td>
<td>Thomas Maple/Sheena Quinzon</td>
<td>Attendance records from meeting reflect different representation</td>
<td></td>
</tr>
</tbody>
</table>

|                                |                                   |                            |                                                          |                           |
### Membership Committee

**Committee members**

Chair – [(2013)]

Co Chair- ________________

Members: (names and email addresses)

_Heather Whitley_

________________________________________________

________________________________________________

________________________________________________

________________________________________________

Project: (Each project may have several steps.) Elect committee chair and necessary officers as needed.

Project A) Develop membership strategies that will recruit, retain, and engage members.

Steps:

1. Develop an e-mail letter for new members to welcome them to the OTF and invite them to join a committee.
2. Contact all old members to inform them of current OTF activities, and draw them back into the OTF activities.
3. Develop an accurate list of OTF members.
4. Develop a membership brochure. (Consider utility of online versus paper.)

Prioritize Projects

1. Develop an e-mail letter for new members to welcome them to the OTF and invite them to join a committee.
### For priority one

<table>
<thead>
<tr>
<th>Membership</th>
<th><strong>Project Name:</strong> Welcome Letter</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal:</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date Expected</th>
<th><strong>Milestone</strong></th>
<th><strong>Lead on step</strong></th>
<th><strong>Output/Indicator</strong></th>
<th><strong>Status/Comments/TA Needed</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb 2011</td>
<td>Draft letter written</td>
<td>Heather</td>
<td></td>
<td></td>
</tr>
<tr>
<td>March 2011</td>
<td>New member names given to committee</td>
<td>Mim</td>
<td></td>
<td></td>
</tr>
<tr>
<td>March 2011</td>
<td>Finalized letter mailed</td>
<td>Heather</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>A Committee Chair contacts as follow up</td>
<td>Board</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**OTF Chair - Heather**

1. Develop an e-mail letter to send to all new Task Force members and visitors.
2. E-mail the letter to all new Task Force members and visitors after each quarterly meeting.
3. Develop and initiate a mechanism to gather all new Task Force members’ e-mails on a quarterly basis.