**GEORGIA FARMWORKER HEALTH PROGRAM (GFHP)**

**ADVISORY BOARD MEETING**

**Date:** Thursday, July 17, 2025

**Time:** 10:00AM – 12:00PM

**TEAMS Phone-in option**: (470) 344-9228, 395430776# United States (Toll-free)

**TEAMS Meeting Link**: [**Join the meeting now**](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_NzBhOTk4MGItMGFiOC00ODY3LWExNzktNzRiODE5NDY4MTUx%40thread.v2/0?context=%7b%22Tid%22%3a%22512da10d-071b-4b94-8abc-9ec4044d1516%22%2c%22Oid%22%3a%222b09a04e-d6c5-486f-b302-9b3aeda5645c%22%7d) Meeting ID: 266 094 280 448 Passcode: RjPSCu

**AGENDA**

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| Welcome | Erin Lepp, GFHP Board Chairperson Courtney Griffin, GFHP Board Vice Chair | 10:00AM |
| Taking of Attendance – Quorum Confirmation |
| Approval of Minutes – June 2025  |  Jennifer Dunn, GFHP Board  Secretary  | 10:10AM |
| SORH Team GFHP Updates* Introductory comments by Nita Ham
* 2025-26 GFHP Budget Revision
* Bylaws Update
	+ Vote on Bylaws
	+ Execute Bylaws
* Co-Applicant Agreement
	+ Vote on Co-Applicant Agreement
	+ Execute Co-Applicant Agreement
* Org Chart & Org Chart Position Descriptions
	+ Vote on Org Chart & Position Descriptions
* Form 6A
	+ Vote on Form 6A
 | SORH Team – Nita Ham, Executive Director, SORH; Tiffany Hardin, GFHP Project Director; Tina Register, GFHP Operations Specialist |  10:20AM |
| New Business & Open Discussion | Open to all attendees  | 11:50AM |
| Adjourn | Erin Lepp, GFHP Board Chairperson | 12:00 PM |

**ONGOING ACTION ITEMS**

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| --- | --- | --- |
| Item | Responsible Party | Cadence |
| Clinics-Local Board Meeting Minutes are to be submitted to Tiffany/Tina monthly | Clinic Directors | Monthly |
| Bi-Annual inventory lists are to be submitted to Tiffany/Tina | Clinic Directors | Bi-Annually | 03/01, 09/01 |
| UDS Tables (All UDS data tables to include patient characteristics and quality of care measures) are to be submitted to the GFHP | Clinic Directors | Quarterly | 04/15, 07/15, 10/15, 01/15 |
| Set up elections for Board officers pursuant to updated Bylaws | Acting Board | As soon as practicable |
| Election of Finance Committee  | Acting Board | As soon as practicable |
| Monthly Budget Presentation | TBD |  |
| Sites Update | Clinic Directors | As soon as practicable |
| QI Committee Update | Jennifer Dunn, GFHP Board Secretary, QI Lead | As soon as practicable |

**NEXT BOARD MEETING**

|  |  |  |
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| Thursday, August 21, 2025  | 10:00 AM – 12:00 PM | Virtual | MS Teams |