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April 2023 Agenda

***MN SOPHE Board Meeting of the Executive Committee and Officers***

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**Time: Apr 28, 2023 12:00 PM Central Time (US and Canada)**

Join Zoom Meeting

<https://us06web.zoom.us/j/84581047670?pwd=Rm5tcmlGa01iNXJ3RVBIbU1qYk1SQT09>

Meeting ID: 845 8104 7670

Passcode: 857295

One tap mobile

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**Resources:**

* [Board Google Main Folder](https://drive.google.com/drive/folders/1kyjv4A3S3r-rE19GW0EJITJl8Zz2yAbr?usp=sharing)
* [Meeting Expectations](https://docs.google.com/document/d/16gCMIMNEmDzTphtVhYfFfaAv_vZEJjpxmEOwVH5tHPo/edit)
* [2023 Meeting Schedule](https://docs.google.com/document/d/1v81kMeJdV1yeYShE07UO91kl4ExqqNQfuI7L0Me9Q88/edit)

**AGENDA**

**Chat Icebreaker, Agenda, and Role Call**s **(12:00 PM - 12:10 PM)**

Call to order, introductions & approval of agenda – Liz

Roll call- Jean

**Old Business (12:10 PM - 12:15 PM)**

* Approval of March 2023 Minutes submitted by Jean available [HERE](https://docs.google.com/document/d/1k8cyTjiEvo73SPJV4FByPmmDOMvPKFmz/edit)

**New Business (12:15 PM - 12:30 PM)**

1. **Any highlights from National SOPHE Conference?**
2. **MN SOPHE flavored tobacco restriction sponsorship from ALA**
   1. Katie coordinating
   2. Progress
3. **Wild Apricot yearly fees**
   1. our next renewal payment on June 08, 2023 will be $1,224
4. **2023 Goals - Updates on Progress (12:30 PM - 12:40 PM)**

* **Develop year-round board recruitment - President and others**
  + Meeting after this! 1-1:30 PM
* **Analysis of current governing documents** (Bylaws and Policies and Procedures) - Mary, Jean, and subgroup
  + Starting in May 2023
* **Increase membership**- In Membership and Communications report

**Officer and Committee Reports (12:40 PM - 12:58 PM)**

1. **Officer and Committee Reports - Board Members, add your notes below - Verbal report 1-3 minutes.**

* **Secretary’s Report – Jean**
* **Past-president Report –Mary**
  + Ad-hoc committee volunteers - Bylaws and Policy Procedure Manuals Review
* **President-elect Report - Lindsay**
  + HES Summit theme is chosen: will focus on well-being/mental health
  + We are in the process of informally connecting with potential speakers. Have had a lot of success with our current connections!
  + Using the last in-person summit (2019) as a starting point for budget planning. Budget planning document: <https://docs.google.com/spreadsheets/d/1Ah-qfFEHLhUoyblNem7kiRXtR-KhVC-qEaCC1pYoEVA/edit?usp=sharing>
    - For reference:
      * 2019 conference expenses: $3,684
      * 2019 conference revenue: $3,860
    - Please let me know if you have any thoughts/suggestions on registration fees for members/non-members/students. Or other budget questions/concerns.
  + Summit will be held at UMD on Friday, October 20th.
    - We will be looking into getting blocks of hotel rooms as an option for participants.
* **Treasurer Report- Katie**
* **Awards Report- PH**
  + We plan to announce the professional awards this month/early May. Everything is ready so we felt there was no need to wait.
  + Timing of the student award
    - The committee talked about changing the time of the student award. October is too soon for new students and when we announce that applications are open in May, students are already done with school. We thought about having this as a spring award. Perhaps the student can come to a general board meeting or general meeting. Student’s classmates and family could join in to celebrate. Can still have the professional awards in October. *Need approval from board to move forward with this idea.*
* **Membership Report- Taylour**
  + 82 total MNSOPHE members (41 professional, 40 student, 1 Emeritus) 10 of our members are National SOPHE, full membership report linked here: <https://docs.google.com/spreadsheets/d/1ixpkGwPFcumxUv9JjqfUr7iD2Imly8wI/edit?usp=sharing&ouid=111998943316499835215&rtpof=true&sd=true>
  + Participating in HES Planning Committee
* Working with Dr. Tornabene and students on UMD hosting conference
* Would like to ask Kyle Heyeson ([heyesonk@stlouiscountymn.gov](mailto:heyesonk@stlouiscountymn.gov)) to speak on trauma. Kyle works at Svelja, a yoga center in Duluth. Feel free to read her bio here: [Svälja Yoga | Yoga Classes | Yoga Training | Duluth (svalja.yoga)](https://www.svalja.yoga/kyle-leia-heyesen)
* Meghann Levitt is the NE Suicide Prevention planner, I think she might have some good ideas on speakers we could connect with ([Meghann.Levitt@co.carlton.mn.us](mailto:Meghann.Levitt@co.carlton.mn.us))
* Anyone have thoughts on our Summit name? Playing with “Hope for Healing: A Minnesota Summit on Implementing Wellbeing” / “Healing Communities: A Minnesota Summit on Mental Wellbeing” / “Feel Your Best: A Minnesota Summit on Mental Wellbeing
  + Is there anything else that we want to send out to the CHES / MCHES list this month?
* **Advocacy Report- Liz (temporary for urgent needs)**
  + Update on Lauren’s leave
    - Wants 1-2 months more of leave for health and housing needs
    - Hopes to get back to MN SOPHE
    - Our next steps? Stay with chair temporarily on leave, appoint new chair, or appoint temporary chair that could have more capacity, other options?
  + Signed onto menstrual product equity bill letter - <https://docs.google.com/document/d/1YapUm3gnt-j7tMfIn-VNh3fL3R5EZJtHKc6DnP-1qnQ/edit>
    - Previously approved a letter of support in November 2022
  + Sent letter of support for CDC grant that Lindsay presented in March
  + Approval made last meeting for letter of support for PH at Olmsted County (flavors resolution)
    - PH will keep us posted on when it’s needed
  + Received email from student on child abuse prevention advocacy
    - Requested more information to relay to Advocacy Chair when back from leave
* **Communications Report- Sia**
  + In the last 28 days (March 31 - April 27):
    - # of people reached = 326 FB and 78 IG
    - # of people visited = 41 FB and 33 IG
    - # of new likes/followers = 2 FB (317 total) and 9 IG (138 total)
  + May promotions: annual summit, memorial day, no menthol sunday, children’s mental health day, mental health awareness month, Asian American and Pacific Islander heritage month, MN SOPHE positions, Mary’s comm student post ideas, graduating student members
* **National Delegate- Wendy**
  + No update - I have not heard anything from National Sophe, making sure other MN SOPHE leadership has not had communication.
* **Continuing Education- Cat**
  + We are offering a total of 7 CHES credits (with the option of 1 MCHES) for the MPHA conference. Reviewers are working through the review process now.
  + Can we start promoting this conference to our members or is there already a plan for that?
  + Started outreach for some educational webinars but would be interested in tapping this group for any connections or topics you would like to see. Feel free to send me an email if some ideas if you would like: [gangi.catherine@gmail.com](mailto:gangi.catherine@gmail.com)
  + Once we finish up this conference, I will shift gears to help set up some structure for our MN SOPHE Summit! (Sorry I haven’t been able to attend those meetings but will try and get to the next one).
* **Student Reps- Zhanna and Nuri**
* **President’s Report –Liz**
  + HES planning committee
    - attending and participating
  + MPHA planning committee
    - attended for Jean as MN SOPHE rep on Monday, March 20
    - Reviewing and helping with sub-competencies for CHES/MCHES
  + Taking on advocacy role temporarily
    - Urgent needs based on our current resolutions/priorities
    - Responding to emails and requesting more information for asks
  + Coordinating onboarding process after board meetings
  + Next meeting: May 19

**6. Good of the Order (12:58 PM - 1:00 PM)**

* <Anyone can add good news to this - Professional or personal related>
* Taylour news- starting new trauma informed yoga certification program and learning a lot!
* Liz self-published a children’s book!

**7.  Adjournment**

|  | **2023** |
| --- | --- |
|  |  |
| President | Liz Heimer  [heimerliz314@gmail.com](mailto:heimerliz314@gmail.com)  507-848-7613 |
| President Elect | Avai  lable! |
| Past President | Mary Kramer  [mary.kramer-1@mnsu.edu](mailto:mary.kramer-1@mnsu.edu)  (614) 208-7115 cell |
| National Delegate | Wendy Schuh  [wendy.schuh@mnsu.edu](mailto:wendy.schuh@mnsu.edu)  507-317-1542 cell |
| Secretary | Jean Streetar  [jmstree27@gmail.com](mailto:jmstree27@gmail.com)  612-618-7822 |
| Treasurer | Katie Stapleton  [anokastorm@gmail.com](mailto:anokastorm@gmail.com)  608-386-1248 |
| Advocacy Chair | Lauren Witt  [witt.m.lauren@gmail.com](mailto:witt.m.lauren@gmail.com)  651-276-0151 (Cell) |
| Awards Chair | PH Moua  [pahoua.moua@olmstedcounty.gov](mailto:pahoua.moua@olmstedcounty.gov) or [phmoua1@gmail.com](mailto:phmoua1@gmail.com)  507-779-4528 |
| Comm Chair | Sia Xiong  [siaxiong95@gmail.com](mailto:siaxiong95@gmail.com)  (651) 338-6349 |
| Continuing Ed Chair | Cat Gangi  [gangi.catherine@gmail.com](mailto:gangi.catherine@gmail.com)  810-814-1767 |
| Membership Chair | Taylour Blakeman  [sopheminn@gmail.com](mailto:sopheminn@gmail.com)  (763) 267 4018 |
| Student Rep - Undergrad | Zhanna Dunagan  [zhanna.dunagan@mnsu.edu](mailto:zhanna.dunagan@mnsu.edu) |
| Student Rep - Grad | Nudrat Nawar  [nudratnawar.thakur@gmail.com](mailto:nudratnawar.thakur@gmail.com) |

**2023 MN SOPHE Board Meeting Schedule**

**3rd Friday of the Month**

**Noon - 1:00 PM**

February 17, 2023

March 17, 2023

April 28, 2023 -Note this is Fourth Friday of April\*

May 19, 2023

June 16, 2023

July 21, 2023

August 18, 2023

September 15, 2023

October - TBD based on annual conference

November 17, 2023

December 15, 2023



POSTER

