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February 2023 Agenda

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

**Date:** Friday, February 17, 12:00 - 1:00 PM

Meeting Link:  Join Zoom Meeting

<https://us06web.zoom.us/j/88468002091?pwd=dEJWeXZGZXZTSE9yRVFXWG9SK3RpZz09>

Meeting ID: 884 6800 2091

Passcode: 501783

One tap mobile

+19292056099,,88468002091#,,,,\*501783# US (New York)

[Board Google Main Folder](https://drive.google.com/drive/folders/1kyjv4A3S3r-rE19GW0EJITJl8Zz2yAbr?usp=sharing)

**AGENDA - New order this month! Board reports first.**

**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 November 2022 Minutes submitted by Jean available [HERE](https://docs.google.com/document/d/1XN40jyCpJ-c5BLTwlTyFndtkSlvTHtJD/edit?usp=sharing&ouid=100608907078238316293&rtpof=true&sd=true)
* Approval of December 2022 Minutes submitted by Jean available [HERE](https://docs.google.com/document/d/1jM1fv3-bODtk6Ql0VmwNZ3nr3kum7j6g/edit)
* Approval of January 2023 Minutes submitted by Jean available [HERE](https://docs.google.com/document/d/11-ps8FF3r0aLA3DVj9kkb1_0eI6fPu3M/edit?usp=sharing&ouid=100608907078238316293&rtpof=true&sd=true)

**Officer and Committee Reports (12:15 PM - 12:40 PM)**

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

* **Awards Report- PH**
  + February: Recruit members to join awards committee
  + March: First committee meeting. We will come up with a committee goal together. Virtual meetings are only 45 minutes once a month.
* **Membership Report- Taylour**
  + **Please make sure to review and vote on whether Membership and Communications goals are approved for 2023:** [**https://docs.google.com/document/d/1wi--FHTVM7dmknT\_s90FFvtes5XXbsSx/edit?usp=sharing&ouid=111998943316499835215&rtpof=true&sd=true**](https://docs.google.com/document/d/1wi--FHTVM7dmknT_s90FFvtes5XXbsSx/edit?usp=sharing&ouid=111998943316499835215&rtpof=true&sd=true)
  + [Current Membership List (linked)](https://docs.google.com/spreadsheets/d/1YiBsJzpnOXQvCr_cwo8FzsEstleyX-mI/edit?usp=share_link&ouid=111998943316499835215&rtpof=true&sd=true)- 43 professional, 44 student, 1 Emeritus
  + Welcome to our 4 new student members! [(Linked Here)](https://docs.google.com/spreadsheets/d/1bLxGu69vOugm5dwu2Dd4B0PmFbj1q8Ra/edit?usp=share_link&ouid=111998943316499835215&rtpof=true&sd=true). Feel free to send them warm welcome emails, or connect further with names that you may recognize.
  + Worked with Sia / Cat to upload and promote “Trauma Transformed Through Art and Narrative” [Minnesota Society for Public Health Education - Events (wildapricot.org)](https://mnsophe.wildapricot.org/events)
* Share out to CHES / MCHES list
* Feel free to reshare my LinkedIn post promoting this webinar (linked here: <https://www.linkedin.com/posts/taylour-blakeman_publichealth-webinar-trauma-activity-7028924371075301377-b6J4?utm_source=share&utm_medium=member_desktop>)
  + Met with American Lung Association, Mary, Lauren, and Cat to discuss advocacy overlap / opportunities in regards to the harms of flavored commercial tobacco products.
* Discussion point included: opportunities for sponsorship $$ to MNSOPHE, paid opportunities for Lauren’s time to coordinate education on college campuses, and webinar opportunities
* **Advocacy Report- Lauren**
  + Partner with We Chose Us through the Healthy Democracy Healthy People Health Coalition
    - Focus:
      * Build a state based health sector coalition to serve as allies in the efforts to expand voter participation
      * Lifting up the interconnection between health equity and voting access; and identifying next steps for members to be involved.
      * Organize members for advocacy events, testify if needed, create and expand partnerships with allies and leaders in the
      * Currently MPHA, and MN SOPHE members
      * Aligns with voting and health resolution, and we’ve already unofficially partnered with WCU

Challenges: currently building the advocacy committee so it’s only Pat and I involved with this partnership already, looking to expand by activating interested members,

* + Determining Advocacy Priorities from member survey and advocacy committee

Testimony picture:

* + 
  + <https://drive.google.com/file/d/17vEJZiUbjVbzIcMJkLfXfk8u8Qdxdv8e/view?usp=drive_web> (video link to testimony)
* **Communications Report- Sia**
  + In the last 28 days (January 19 - February 15):
    - # of people reached = 631 FB and 71 IG
    - # of people visited = 17 FB and 10 IG
    - # of new likes/followers = 5 FB (315 total) and 3 IG (127 total)
  + Biweekly email updates with support from Holly (UMN intern) who helps find public health related jobs
  + Please review and provide input/vote on if you would support this sponsorship: [**Hmong Public Health Association Sponsorship Rationale**](https://docs.google.com/document/d/1LeaodVKCYsH22iwjVl9OYkLwHCY6Ykkl/edit)
* **National Delegate- Wendy**
  + Annual Chapter Report (ACR) - Mary submitted
  + SOPHE/MN SOPHE 1:1. Mary, Liz, and Wendy met with Tom Webb on 2/13 to discuss local and national chapter dynamics. Discussed pain points such as financial barriers and encouraging local membership.
  + There will be a HOD reception at SOPHE. Wendy submitted a few photos and event fliers for ongoing display at SOPHE Conference.
* **Continuing Education- Cat**
  + Jean has participated in the MPHA conference planning meetings. Provided input for the selection of breakout sessions and poster sessions. Speaker invitations are being finalized (with emphasis on “learning objectives” for CHES credits). Registration to open by the end of Feb. Conference May 22-23 Moorhead/Concordia College. In-person and virtual.
  + Question about credits- Just got an email from someone saying the credits from our summit didn’t show up on their account.
  + Please continue to help me promote the next webinar which is on March 8 from 12-1pm!
  + Also if you have topics/speakers you would like to see for the next educational webinar please email me your ideas!
* **Student Reps- Zhanna and Nuri**
* **President’s Report –Liz**
  + Created:
    - Meeting expectations document (see under new business)
    - Calendar of meetings (see under new business)
  + Be aware of email scams and phishing from addresses that look like MN SOPHE
    - * Never send money or gift cards through an email request
      * Always check the sender’s email if asked.
  + Registered for National Membership
  + Met with Lindsay Nelson with Mary about chairing the HES committee
* **Secretary’s Report – Jean** 
  + Congratulations cards for retiring commissioner Jan Malcolm and new commissioner Brooke Cunningham were sent from MN SOPHE Board on Feb 1.
* **Past-president Report –Mary**
  + Onboarded student reps and Dr. Schuh - anyone else like to chat?
  + NPHW partnership with MPHA - 1st week of April
  + 2023 - my job to lead us in updating the “Policies and Procedures” document, will begin that in summer. We have a Board By-laws document and Policies and Procedures. Can incorporate into our last goal for this year. Also 5-year strategic plan?
  + Dr. Marlene Tappe - Distinguished Fellow Award - National SOPHE (blurb and photo below)
* **President-elect Report**
* **Treasurer Report- Katie**

**New Business**

1. **Bylaws**
   1. Spokesperson for our organization
   2. President’s duty or designee - example
2. **Policy and Procedure**
   1. Sponsorships - case by case basis
   2. Not recorded under policy and procedures
3. **2023 Goal Development (SMART Goals) (12:40 PM - 12:50 PM)**

* 501 (c ) 3 process - Katie update
  + Sponsorships we would be seeking for our events
* Increase member engagement- Join our membership committee to provide feedback and [see notes here for updates!](https://docs.google.com/document/d/1wi--FHTVM7dmknT_s90FFvtes5XXbsSx/edit?rtpof=true&sd=true)
* Year-round board recruitment
* Onboarding process establishment
* Each board member create a board role document - look at operating document
* Vote

1. **Review Group Expectations (12:50 PM - 1:00 PM)**
   1. See [here](https://docs.google.com/document/d/16gCMIMNEmDzTphtVhYfFfaAv_vZEJjpxmEOwVH5tHPo/edit)
   2. Make adjustments as needed
2. **Board meeting schedule** 
   1. [Based on doodle poll](https://docs.google.com/document/d/1v81kMeJdV1yeYShE07UO91kl4ExqqNQfuI7L0Me9Q88/edit)

**6. Good of the Order**

**7.  Adjournment**

|  | **2023** |
| --- | --- |
|  |  |
| President | Liz Heimer  [heimerliz314@gmail.com](mailto:heimerliz314@gmail.com)  507-848-7613 |
| President Elect | Available! |
| 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) |

**Health Science faculty to receive national award**

Dr. Marlene Tappe, Health Science, is being given the Society for Public Health Education (SOPHE) 2023 Distinguished Fellow Award. The award is considered the highest honor SOPHE bestows upon its members. She will be receiving the award this March in Atlanta, GA at the SOPHE Annual Conference. Congratulations!



POSTER

