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| ***MN SOPHE******Meeting Agenda/Minutes/Summary*** |
| **Date: February 12, 2021** | **Time: 10-11:30 am** |
| **Location: Zoom** |
| **Attending:** Kelly Kunkel, President; Mary Kramer, President Elect; Cherylee Sherry, Treasurer; Judith Luebke, National Delegate; Taylour Blakeman, Membership chair; Antonia Yenser, Continuing Ed chair; Derek Hersch, Advocacy chair; Sia Xiong, Student Representative; Jean Streetar, Secretary |
| **Absent:** Suzanne Driessen, Past President, Kayla Rinderknecht, Student Representative, Cecelia Schaefer Communications chair, |
| **Facilitator:** Kelly Kunkel | **Recorder:** Jean Streetar |
| **Meeting Objectives:** |
| **Minutes Approved: March 12, 2021** |
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| **Agenda Item** | **Discussion** | **Person assigned** |
| Call to order/Approve agenda | The meeting was called to order at 10:02 am by President, Kelly Kunkel. Agenda was approved (motion, Derek; second, Antonia) | Kelly |
| Roll Call | A few members were delayed in getting on Zoom (however we had a quorum to start). Suzanne is attending a conference, Kayla is at her last swim meet, Cecelia was absent. | Jean |
| Old Business |  |  |
| Approve Mtg Minutes | January 8 meeting minutes were approved (motion, Mary; second, Derek). Jean will add the approved date and send to Taylour for posting. Jean will also provide February meeting highlights to members via the list serve. | Jean, Taylour |
| Goals for 2021 Updates and Progress Reports  | * + Explore scholarship program opportunities for students and professionals – on hold until 501(c).3 approved.
* Explore process and documents needed for becoming a 501(c)(3) organization. Cherylee is gathering the forms and will need to have the final version of the by-laws for filing the forms and for submitting to the state.
* Explore partnering opportunities with other organizations. Jean will explore CEU event partnership with MPHA. Has a CDC memorandum of understanding form to work with
* By-laws updates - Voting results – Suzanne

The final vote was 24 yes and 0 no. No write in for other items that should be included. **Approval Date: January 15, 2021**. Updated version: December 2020 located [here](https://drive.google.com/file/d/1520Tm4K3pGOrbj4jCrGrnx2YiXzKA85H/view?usp=sharing). The bylaw document didn't transfer well and needs some editing for formatting. Kelly will make sure we have a final formated document for Cherylee and other chapter business. Thanks to Suzanne. | CheryleeJeanKelly |
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| Mission and Vision | Kelly reported on the sub-committee progress.* Current mission statement - To provide leadership to the profession of health education and health promotion, and to promote our communities’ health.
* Revised, for discussion - To strengthen the health education profession in promoting health equity in our community.
* Discussion: proposed a more active verb such as “Strengthening.” The language aligns with the national SOPHE mission. Board would like to see the statement along with vision and values. Do we need to specify MN in the statement?
* Next steps: the sub-committee is reconvening this month
	+ Finalize mission statement with suggestions
	+ Develop vision and values statement
	+ Return ideas for Board review and approval
	+ No membership approval is needed
	+ Send additional ideas to Kelly. Taylour would like to be added to the sub-committee.
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| Appointment of Awards and Recognition Chair | The Awards and Recognition Committee was newly added and approved with the by-laws update. The Board can now appoint a chairperson. Liz Heimer has expressed interest in this position. Motion to approve the appointment of Liz Heimer as Awards and Recognition committee chair by Jean and seconded by Mary. Approved by the board.Welcome (back!)Liz! |  |
| Officer and Committee reports |  |  |
| President-Kelly | A “new member welcome by the president” recording has been completed.  |  |
| Past President-Suzanne | 1. Policies and Procedures. Suzanne will check with Joe Visker to see if he had a chance to review. If not, Suzanne will commit to doing that work this year so they are aligned with our current bylaws and mission.
2. Student representatives. Suzanne, Sia and Kayla have met twice for orientation and to connect. Kayla will be at her final swim conference on Friday so can't attend the meeting. Kayla is interested in the Professional Development committee. Sia has joined the advocacy committee and is part of the mission/vision subcommittee. Student reps are working on a virtual gathering for students.
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| President Elect-Mary | Setting up meetings for the Annual Health Education Summit. Will recruit members with an email via the list serve. Antonia, Sia, Taylour, Kelly, Cherylee (treasurer duties) are interested in helping. |  |
| Student Representatives-Kayla, Sia | Sia reported that there have been two orientation meetings with Suzanne. With about 50% of members being students, the reps are considering a one-to-one process in connecting or recruiting student members for chapter activities. Sia is also part of a new Hmong Public Health Association and is looking for ideas and support for 501(c).3 process as well. Connecting with MPHA might be a starting point. Sia has been part of the Mission and Vision committee and would like to eventually sit in with all committees to get an idea of how each one works. Good luck to Kayla today at her swim meet!  |  |
| Treasurer-Cherylee | The treasurer’s report has been sent via email. To date there is a balance of $7,051.74. Cherylee has a draft budget and will meet with Suzanne and Kelly for review. |  |
| Advocacy-Derek | Board approved support for the CDC *Improving Social Determinants of* *Health Act*. Derek has attended two national SOPHE advocacy meeting in recent weeks. There is much discussion about the language in letters and statements coming from the national organization (such as the letter against the violence that took place in D.C. on Jan 6, 2021). National advocacy members would like to see more forceful language from SOPHE going forward. Derek and Cherylee provided other discussion about the recommendations for national SOPHE and some of the current committees and how the organization could be streamlined. 2021 MN Advocacy Priority has been completed by Derek with two meetings of members on Jan 25 and 27. This resulted in a ranking survey: Topic Survey results (top 4) Increase funding for public health; Increase the visibility and role of public health educators in the primary care setting; Climate/Environmental Justice; Tobacco prevention.There will be a Hill 101 webinar with Pat Stieg on Feb 18.Derek is working on the national resolution to eliminate health disparities for sexual identity and sexual orientation. |  |
| Communications-Cecelia | Mary encouraged all board members to send notices to members via the list serve. |  |
| Continuing Ed-Antonia | There is a current partnership with Am Lung Association tobacco cessation series. “Hill visits 101” webinar Feb 18 noon to 1 pm which is free for members along with CHES/MCHES credits. So far 21 have signed up and 13 are non- members. There will be a recording on the website. Antonia is continuing to recruit committee members to help plan future webinars. |  |
| National Delegate-Judith | Delegates met Feb 1. The main focus of the meeting was a new Leadership Pipeline experience for a one year program. Participants would need to apply. Not sure yet of there is a cost to participate. Kelly suggested we consider supporting/sponsoring participation in this program to help young leaders in the field. Judith also reported on the task force recommendations to national SOPHE about streamlining the organization and completing work on branding, mission and vision. The national summit will be help virtually in April. There is a $50 discount for chapter members to attend. There was discussion about finances to help board members (president?) attend national summits. Jean will try to look back in the minutes for a previous discussion about how to proceed.  |  |
| Membership-Taylour | The membership list was sent via email along with committee interests. We have 85 members- 43 profession and 42 students. Goals for membership this year: to have 100 members by Jan 2022; provide more virtual connection opportunities such as coffee talks on: job support, how to navigate Zoom, President’s coffee time, and other technology; and provide Facebook or website photos that are more Covid appropriate (not all previous in person gatherings). Looking at other social media for exposure to our chapter work. |  |
| Good of the Order | It’s going to be “c-o-l-d” this weekend. What is your favorite cold weather drink….seems that HOT Chocolate was the group favorite. Next meeting is March 12 at 10 am |  |
| Adjournment | 11:19 am |  |

Meeting Summary:

**By-Laws Approved January 15, 2021**

Past-president Suzanne Driessen is happy to report that the new MN SOPHE by-laws were approve by a membership vote on January 15, 2021. The Board appreciates those that took the time to review the by-laws and to support approval.

**Mission-Vision-Values Sub-Committee**

President Kelly Kunkel reported on the next Board process for 2021. A sub-committee has been formed to review and revise the mission and vision of MN SOPHE. As our work evolves these statements will provide further direction to ensure the MN chapter remains relevant for all members.

**Appointment of Awards and Recognition Chair**

The new approved by-laws established an Awards and Recognition Committee. The Board may now appoint a chairperson for the first two year term. Liz Heimer (Am Lung Association and past MN SOPHE Membership Chair) has expressed interest in leading the committee. The Board approved the appointment and we are excited to have Liz work on this important part of the organization’s goals.

**2021 MN Annual Health Education Summit Planning**

President-elect, Mary Kramer is gearing up for the 4th Annual Health Education Summit. Planning meetings will begin soon and YOU are invited to be involved to provide great ideas and perspectives on public health education. The summit will be held mid-October during National Health Education week. Committee planning meetings will be held monthly via Zoom. It's a great chance to network with other like-minded professionals in organizing a professional conference and help make a contribution to public health in Minnesota! Please complete the poll below if interested.

<https://doodle.com/poll/2kfbk2umzypi3aay?utm_source=poll&utm_medium=link>

**There is Still Time to Register for “Hill visits 101”**

**https://mnsophe.wildapricot.org/events**



**An Update from Advocacy Committee**

Chairperson, Derek Hersch announced that MN SOPHE proudly joined [Trust for America's Health](https://www.tfah.org/) and more than 300 other organizations in supporting the Improving Social Determinants of Health Act 2021 ([S. 104](https://www.congress.gov/bill/117th-congress/senate-bill/104)/[H.R. 379](https://www.congress.gov/bill/117th-congress/house-bill/379/text?r=46&s=1)). This legislation would empower public health departments and community organizations to act as chief health strategists in their communities and lead efforts to convene partners across sectors to build integrated systems.

**April 2021 National SOPHE Summit**

<https://www.sophe.org/professional-development/conferences_events/sophe-2021/>

GATEWAY TO THE FUTURE: Health Education and Promotion for All!

Virtual Summit, April 6-9

Check out $50 discounts for national and chapter members

**Connect with Coffee Talk Ideas**

Staying connected with other professionals during COVID can be a challenge. The Membership and Communication committee would like to establish informal virtual opportunities for our chapter members to meet. The “coffee talk” idea can start with one topic, but emerge to “what’s on your mind” conversations with your peers. If interested Taylour Blakeman and Cecelia Schaefer would like to hear from you: Contact us atsopheminn@gmail.com