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| ***MN SOPHE******Meeting Agenda/Minutes/Summary*** |
| **Date: April 9, 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; Derek Hersch, Advocacy chair; Cecelia Schaefer, Communications chair; Suzanne Driessen, Past President; Sia Xiong and Kayla Rinderknecht, Student Representatives; Jean Streetar, Secretary |
| **Absent:** Antonia Yenser, Continuing Ed chair |
| **Facilitator:** Kelly Kunkel | **Recorder:** Jean Streetar |
| **Meeting Objectives:** Discuss progress of Mission/Vision Subcommittee |
| **Minutes Approved: May 14, 2021** |
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| **Agenda Item** | **Discussion** | **Person assigned** |
| Call to order and approve agenda | The meeting was called to order at 10:01 am. The agenda was approved (motion: Liz, second: Judith) | Kelly |
| Roll call | Roll call taken. Antonia was unable to attend | Jean |
| Old Business |  |  |
| Secretary’s report | March meeting highlights included the mission and vision subcommittee work; the inclusion of the new awards and recognition chair; and student social hour plans. Minutes approved from March 12, 2021 (motion: Derek, second: Suzanne). Jean will add the approval date and send to Taylour for posting. In addition, the secretary will send meeting highlights to members via the list serve. | Jean, Taylour |
| Goals and Progress Reports | * No New updates on the following 2021 goals:
* Explore scholarship program opportunities for students and professionals
* Explore process and documents needed for becoming a 501(c)(3) organization
* Explore partnering opportunities with other organizations
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| Mission and Vision Subcommittee | * Discuss latest revisions. Members mentioned how the work of the committee aligns with the goals of the organization. Some minor edits were suggested. The committee will work on these and prepare for May board approval
* Next steps:
	+ Finalize mission statement
	+ Board approval
	+ Membership approval
 | Kelly and subcommittee |
| New Business |  |  |
| Raising the status of CHES/MCHES through legislative action. | * What are the steps needed to get Certified Health Ed Specialists as a billable entity in MN, similar to Community Health Workers?
* Background: There is state legislation to support the role of Community Health Workers as billable positions. Some job postings also specify needing a CHW certificate. The curriculum for a CHW is similar to requirements for NCHES certification. However a CHW only needs a high school diploma to qualify for entry into the 15 month program. The support for CHW’s has been in place since 2006. MN SOPHE and others would like to see the status of CHES/MCHES elevated with similar legislative criteria. Cherylee has discussed status issues with state Rep. Ruth Richardson (52B) to be a potential sponsor of legislative action.
* Discussion: Mary and Liz are interested in moving these efforts forward. Derek sees the link to Advocacy committee work since it was on the list of committee priorities. Suzanne stated that the legislation would streamline job searches for people who already have CHES/MCCHES so another certificate would have to be earned (CHW or Health Coaching).
* What are the next steps or process for getting legislative action?
1. Strategic planning session-look for resources or tool kit with talking points and education.
2. Reconnect with Rep. Richardson. See if there is a Republican co-sponsor.
3. Discuss with Amy Hedman who is on NCHES board. See if there are return on investment statements for reimbursement of billable service.
4. Derek to discuss with Advocacy committee. Reach out to legislators.
 | Mary, Liz, Derek, Cherylee, Advocacy committee |
| By-laws: Correction needed for term of Secretary’s position. Communication chair position omitted. | * Secretary’s position for terms as stated on page 9 of new by-laws:
* *The President-elect shall be elected every year. To avoid having a completely new Board of Officers every two years and facilitate transition of officers, the remaining Board of Officers positions will be nominated in staggering years:*
	+ *Continuing Education Chair, Advocacy Chair, and Secretary positions will be elected in odd numbered years.*
	+ *National Delegate, Treasurer, Membership Chair, and Awards and Recognition Chair will be elected in even numbered years.*
* *Communication shall be sent to Membership to advise of newly elected Officers.*

The current secretary was elected in 2020 putting the term out of cycle for the language of the by-laws. Discussion: Suzanne mentioned her work with another organization’s by-laws. They were leaning toward language that was broader to “positions are one or two year terms” only. Cherylee made a motion to add the secretary’s position to the MN SOPHE 2021 ballot so that it would now align with the by-laws language. Second by Judith. Motion approved.Communications chair would be on the 2021 ballot and Suzanne will add that committee term to the by-laws. Cecelia is appointed to fill the second year of Mary’s two year term. Suzanne will also put a file in Google Docs for a list of corrections or other notes regarding the by-laws.Jean will review and update the board terms spreadsheet as needed. | Suzanne, Jean, Kelly (ballot development for 2021) |
| Officer and committee reports |  |  |
| President-Kelly | Provided a welcome to students on the March 30 social Zoom event. Working on Mission and Vision. |  |
| Past President-Suzanne | No new updates |  |
| President Elect-Mary | Summit Planning Committee will meet next week. A theme has been selected for the event: *Looking Toward the Future: A New Decade in Public* *Health*. Suggestion for topics-Misinformation in Health Education. The MPRC Annual Sharing Conference will be held Oct 21-22 when considering a date for the Summit.  |  |
| Student Reps-Sia and Kayla | March 30-hosted the first (of many??) student social hour on Zoom. Ten students attended. Thanks to Kelly for doing the welcome. There were two great speakers on research assistance projects and a panel focused on approaching grad school (well done!!). The social provided learnings for future events and marketing. The student survey is still open and right now has a 30% return rate. Sia and Kayla are on the Summit planning committee. |  |
| Treasurer-Cherylee | There is a balance of $7,252.90 in the account. Cherylee has been doing the final clean up from 2020 summit loose ends. The budget is in a stable position to move forward with 501(c).3 activity. |  |
| Advocacy-Derek | Virtual meeting held April 8. Status and visibility of health education was discussed as a priority. There are several national resolutions being developed that could be adapted for the local chapter to propose. The Social Determinates of Health funding sign-on has been sent out to members. Cherylee provided an update on a recent proposal by Sen. Michelle Benson to cut Statewide Health Improvement Partnership funds by 10%. Comm. Jan Malcom testified at the legislature recently supporting LPH grant funding increases. This would take away from the SHIP funds that are directed toward policy, system and environmental change. Kelly would like to get the word out so organizations can write letters to block changes to SHIP funding, Cherylee indicated the MDH is working on the talking points to continue to support SHIP. The latest action by Sen. Benson was not anticipated (she claims her proposal is a result of SHIP not lowering the state obesity rate). Derek added, there would be a $15 million increase to LPH grants with $10 million coming from SHIP. |  |
| Communications-Cecelia | Would like to promote Facebook posts for a variety of interests. Please send along information to post if you have special topics or projects. Suzanne appreciates the increase in social media engagement and likes. There is a calendar for communications so reports and metrics can be collected. |  |
| Continuing Ed-Antonia | No new updates |  |
| National Delegate-Judith | The April 5 delegate meeting was attended by Judith and Kelly. The National Conference was going on at the same time. The announcement of new officers was made at the meeting. Amy Thompson is president-elect and has an interest in advocacy. Please send ideas or questions for the House of Delegates to Judith for any upcoming monthly meeting. |  |
| Membership-Taylour | The membership list was sent to the board. We still have 87 member (45 professional; 42 students). Taylour helped with the student social hour and is on the summit planning team. MN SOPHE has launched a “Home Office Wellness Challenge.” The idea is for members to take photos of their home work space and how it promotes wellness. Membership will vote for their favorite (s) and a prize drawing will be held.  |  |
| Awards and Recognition - Liz | The first meeting of the committee will be April 14, 1:30-2:30 pm. There are 4 interested members. Liz is also looking for ideas for awards. |  |
| Celebration and Good News | Cecelia has been selected for the State Tobacco Advisory! Congrats!Liz was glad to get her first Covid vaccine….and many others are getting their first or second dose as well. Yeah! |  |
| Good of the Order |  |  |
| Adjournment | Next meeting May 14. Meeting adjourned at 11:16 am |  |

**Meeting Summary:**

**Mission-Vision-Values**

A sub-committee has completed the work of revising the MN SOPHE Mission, Vision and Values statements, which serve as guideposts for our chapter. The final document is being completed for board and membership approval. Watch for more details.

**Home Office Wellness Challenge**

During the month of April, the Membership and Communications Committee, is promoting a competition among our membership. How have you incorporated “wellness” into your work-from-home space as we have faced the challenges of COVID 19? Here is how you can show off your wellness savvy:

* 1. Take a picture of your office space (there’s no limit as to what you can add or take away from your space before you take your picture).

2. Open your email, attach your picture, and let us know what dimension of wellness this helps you with, as well as your name and any other information you would like to share about your work or yourself.

3. Send your final response to sopheminn@gmail.com

MN SOPHE membership will vote to feature four office spaces based on the following categories: 1) most innovative 2) most aesthetic / organized 3) most relatable and 4) most unique office decoration / decor.

Each submission will be entered into a **prize drawing**. <https://mnsophe.wildapricot.org/Home-Wellness-Competition>

***Looking Toward the Future: A New Decade in Public Health***

The theme for the 2021 MN SOPHE Health Education Summit has been selected. Mary Kramer, President-elect has gathered a committee for ongoing planning. There is still time to get involved with ideas on topics or speakers that would fit with this year’s theme. What public health topics are emerging for your work in the new decade? Contact Mary at: sopheminn@gmail.com

**Elevating the status of Health Educators (CHES/MCHES)**

Certified Health Education Specialists will need MN legislative action to elevate their status for cost reimbursements to be on par with Community Health Workers. The value of our work impacts many sectors of community health and deserves to be recognized. If you are interested in getting involved with the ground work on legislative action, please contact Derek Hersch at: sopheminn@gmail.com

**March 30 Student Social Hour a Success!!**

Thanks to Sia Xiong and Kayla Rinderknecht, Student Representatives along with Taylour Blakeman and Cecelia Schaefer for the impressive line-up they provided at the first virtual student social hour held on March 30. Presentations on student research assistants and the panel featuring a discussion about approaching graduate school were a hit! If you have ideas for other topics and speakers at future social hours please connect with Sia or Kayla at: sopheminn@gmail.com

**Congratulations!**

Cecelia Schaefer, MN SOPHE Communications Chair, was recently selected to be part of the State Tobacco Advisory. Way to go!!