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| ***MN SOPHE******Meeting Agenda/Minutes/Summary*** |
| **Date:** April 10, 2020 | **Time:** 10 to 11:30 am |
| **Location:** Teleconference |
| Attending: Suzanne Driessen, President; Kelly Kunkel, President Elect; Cherylee Sherry, Treasurer; Judith Luebke, National Delegate; Liz Heimer, Membership Chair; Antonia Yenser, Continuing Ed; Derek Hersch, Advocacy Chair; Mary Kramer, Communication Chair; Joe Visker, Past President; Madeline Anderson-Sarno; Student Rep; Jean Streetar, Secretary |
| **Absent:** |
| **Facilitator:** Suzanne Driessen | **Recorder:** Jean Streetar |
| **Meeting Objectives:** |
| **Minutes Approved: May 8,2020** |
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| **Agenda Item** | **Discussion** | **Person assigned** |
| Roll Call | Everyone was welcomed and roll call was taken for the teleconference. | Suzanne  |
| Call to order and approve agenda | The meeting was called to order by Suzanne at 10:07 am. The agenda was approved (motion Jean, second Joe). | Suzanne |
| Old Business |  |  |
|  Approve minutes for 3/13/2020 | Minutes for the March meeting were reviewed. There had been a highlighted section regarding the awards form which was discovered after the meeting. Suzanne asked that it stay in the minutes, but to remove the highlight. Jean will make the change. Motion to approve the minutes by Joe and second by Mary. Minutes were approved. Jean will add the approval date and save in Google docs. She will send the link to Liz and Mary for posting on the chapter website.  | Jean/Mary/Liz |
| Goals for 2020 and progress reports | 1. Implement an awards recognition program. By laws revision. Presidential Citation. Suzanne sent an email with Karl’s revisions to the awards form. Discussion: Mary and Cherylee talked about making this a specific health educator award given to a chapter member. A second award could be given to any professional/non-member for their contribution to the field of health education. This is done by other groups. Some of the examples were awards that were added on over the years. Other discussion included a presidential citation; sponsorship for awards; and the length of an ad hoc committee. Karl also drafted ideas for by-laws that would establish an awards committee. Jean made a motion that for the first year the award would be given to a health educator who is a member of MN SOPHE and would be determined through an ad hoc committee. Other awards or award process could then be taken up by an established awards committee. Mary seconded the motion and was passed. Karl will be informed and proceed with working with an ad hoc committee to get the award going for this year. Further discussion about the by-law for establishing an awards committee: include a student; take out section C from the draft (too specific); consider term limits for awards committee (1-2 years staggered was suggested). Joe is reviewing all chapter by-laws and can work with Karl on a new draft.
2. Scholarship program opportunities for students and professionals . Examples from other chapters. Hannah Cooper Scholarship ideas. Ad hoc committee.

Nothing to report at this time1. Explore process and documents for 501.C3 organization. Nothing to report at this time.
2. Explore partnering opportunities with other organizations. Nothing to report at this time.
 | Karl Larson and ad hoc committeeJudithCheryleeJoe (by-laws) |
| Internship proposal implementation | Nothing to report at this time. Due to COVID 19 this is not a good time to set up an internship. Most universities are recalling or cancelling internships until further notice. | Mary and Liz |
| New Business |  |  |
| COVID19 | How has your work changed?We are looking for stories for how things have changed with COVID 19 to submit to SOPHE and to use for social media posting. Liz sent out a call for stories to the list serve and has a few responses and suggestions. Cherylee talked about reassignments for various duties at MDH. Kelly has some ideas for food resources and emergency services. Due by April 17.Journal of Health Education and Behavior has put out a call for perspective pieces on COVID 19. Another email will be sent closer to that due date. | Judith and LizCherylee Kelly |
| May webinar | Derek has invited Natalie Vasilj and Beth Brisky, Health Educators from Washington County, to present on mental health and resiliency. They will talk about the “Happy Hour” approach and how it was applied with the Public Health and Environment staff and how it can be used in schools and the community setting. Tentative date is May 28, 2020. Antonia is preparing the forms for CHES/MCHES credit. | Derek and Antonia |
| CHES/MCHES List | Request permission form from SOPHE. This is an annual form to agree not to recruit CHES/MCHES members. Membership is exploring ways to do a survey of CHES/MCHES state members for their professional interests and needs. | Mary and Liz |
| Officer and Committee Reports |  |  |
| 1. President
2. Past President
3. President Elect
4. Student Rep
5. Treasurer
6. Advocacy
7. Delegate
8. Membership/

Communication1. Continuing Ed
 | 1. Suzanne-No further update. Thanks to everyone for your responses regarding chapter work.2. Joe-work continues for recruiting students to join the student committee. The timing right now is not the best to get responses, but there is interest from a couple of people.3. Kelly-provided a Summit planning report from April 3. The date is set for Oct 22, 2020 and right now the plan is for an in person event with a virtual back up. Discussion for the theme-Liz sent out a message to members to contribute their ideas. Maddie will prompt students to be part of the theme selection and logo creation. One idea for a theme thus far is “Diversity, Disparities, Disease.” Cherylee is checking with Dr. Warren as a possible speaker. Other members encouraged to speak. There will also be another poster session this year.4. Maddie is interested in developing a student webinar (or more than one) about careers in the field with professional members as panelists. Kelly, Liz, Ph, Cherylee were all recommended as potential panelists. Antonia to assist with set up. Maddie will work with Joe on the criteria for the student committee.5. Cherylee sent out the treasurer’s report. There is a balance of $5,267.37. Activity included fees for the website. No membership fees for the end of March and beginning of April. CHES fees for the Feb 20 webinar have been sent to SOPHE ($14.00).6. Derek-Working on advocacy lists from other groups as a resource. National SOPHE advocacy conference to focus on climate change. Derek was wondering about a guide for how many resolutions the chapter should approve and act on in a year. Suzanne suggested looking at what SOPHE has for resolutions during the year and to pick what fits with our chapter. We can adopt resolutions, not just for our chapter to work on, but also the organizations represented by our members. Derek is planning a recap of the mental health resolution to be part of the introduction for the May webinar. Liz had an advocacy update regarding T-21. This initiative will be heard in the legislature this session. We can promote advocacy by sending messages to our legislators and writing opinion pieces. Liz will send information to the list-serve. Remember to point out that smoking and vaping leaves users at greater risk for COVID 19 or other respiratory problems.7. Judith-The national delegates met on Monday, April 6. SOPHE is addressing the concern from the virtual conference that students did not have the networking opportunity as would have been available with an in person conference. If there is a state chapter, students who were registered will get a discount for the state or national membership. Our chapter will get a list of names for those who registered. Our chapter re-designation should be in good shape since we turned in our materials last Dec. There is discussion about those taking the CHES exam and how they can learn about state chapters.8. Liz reported that we have 71 members which is down 1 from last month. There are 31 students and 40 professionals. The March committee meeting was cancelled. Mary did not have any new updates but encourages everyone to use the list serve and provided ideas for social media posts. She posts on Facebook once a day.9. Antonia had no further updates, she is working with Derek on the May webinar. |  |
| Good of the Order | Suzanne asked for a “pet parade.” We saw lots of cute animals and kids too! |  |
| Adjournment | The meeting was adjourned at 11:22 am |  |
| Next meeting | Friday, May 8, 2020 |  |

Meeting Summary:

**What is your COVID 19 experience?**

How has our current community health situation changed your work experience? Do you have reassignments that are supporting the COVID 19 pandemic that you can briefly share with others? Each community may have different responses and we can learn from one another. If you have a short description of your work please send along to any of the following MN SOPHE board members for sharing and posting. Liz Heimer sopheminn@gmail.com Judith Luebke judith.luebke@mnsu.edu Mary Kramer mary.kramer-1@mnsu.edu@mnsu.edu . Thank you for all of your public health efforts!

**Save the Dates!**

**MN SOPHE sponsored webinar:**

Wednesday May 27, 2020 12-1 pm Mental Health and Resiliency in the Workplace. Hear about ways to address mental health in a public health work setting and how the methods can be applied to other community settings.

Who should participate: Public health professionals, Parents, Educators, Community members, Allied health professionals, university faculty and students.

**FREE** for all participants, and 1.0 CHES or MCHES free for MN SOPHE Members. For nonmembers: 1.0 CHES or MCHES are $10. All participants will receive a certificate of attendance after participating and completing evaluation form. More information will be sent soon. For questions contact Derek Hersch derkeherschmsp@gmail.com

**MN SOPHE Annual Summit:**

Save the date for October 22, 2020 and the MN SOPHE Summit. The planning is well underway for this event and the committee hopes to have an in-person format. A virtual back up plan is also being considered. *Calling all members*…if you have ideas for a theme, speakers or a summit logo we want to hear from you! CHES/MCHES credits will be available for attending this event. Contact Kelly Kunkel with ideas or more information kunke003@umn.edu

**Ongoing Advocacy**

**Tobacco 21** (T-21) is still proposed as part of the Governor’s budget and will be heard during the legislative session this year. Your support is needed. There are a variety of ways to reach out and support the ongoing tobacco efforts in the state. See the take action page at the American Lung Association site for how to contact elected officials and tips for writing letters <https://www.lung.org/policy-advocacy/take-action>

RAISING THE MINIMUM LEGAL SALES AGE OF TOBACCO AND NICOTINE DELIVERY PRODUCTS TO 21 YEARS OF AGE (MN SOPHE resolution 2018) <https://mnsophe.wildapricot.org/Advocacy>

**What’s in the works?**

Board members continue to work on a variety of projects that support the chapter and health education in Minnesota. Here is a sample of the work taking place from the April meeting discussion:

* MN SOPHE Health Educator award to be initiated by an ad hoc committee this year.
* There is chapter representation on the SOPHE National Delegate and National Advocacy teams.
* Development of a chapter student committee is in the works for this year.
* Student Representative Madeline Anderson-Sarno is working to develop ideas for a student webinar related to careers in health education.
* A reminder to keep your involvement current by renewing your membership. Talk with others about joining our chapter as well.
* Visit the website, promote health education information via the list serve and like us on Facebook.

***Be safe-Be well!***