|  |  |
| --- | --- |
| ***MN SOPHE***  ***Meeting Agenda/Minutes/Summary*** | |
| **Date:** August 9, 2019 | **Time:** 10:00 – 11:30 am |
| **Location:** Phone/teleconference call | |
| **Attending:** Joe Visker, President; Pat Stieg, advocacy Chair; Kelly Kunkle, Continuing Education; Judith Luebke, National Delegate; Mary Kramer, Communication Chair; Cherylee Sherry, Treasurer; Karl Larson, Past-President; Liz Heimer, Membership Chair; Jean Streetar, Secretary | |
| **Absent:** Jessica Tilson, Student Rep; Suzanne Driessen, President Elect | |
| **Facilitator:** Joe Visker | **Recorder:** Jean Streetar |
| **Meeting Objectives:** | |
| **Minutes Approved:** | |
|  |  |

|  |  |  |
| --- | --- | --- |
| **Agenda Item** | **Discussion** | **Person assigned** |
| Call to order/Attendance/Approve meeting agenda | The meeting was called to order at 10:05 am. Agenda was approved. Additional items for the meeting have been sent from Joe or other Board members. | Joe |
| Approve Meeting Minutes | June meeting minutes were approved. No meeting was held in July. | Jean to send to Mary for posting |
| Old Business   1. Update on MNSOPHE Health Education Summit 2. Call for reviewers | The full summit schedule is almost ready to be finalized. There are five applications for poster sessions and the call for applications remains open until Friday, Aug 16. Jessica and Joe will be doing the reviews and welcome interested others to join them. Thus far we have two summit sponsors with board members reaching out to others. Joe added that the Brain Injury Association will provide a post summit Q&A session. Cherylee said the MN Commissioner of Health is not available for the conference, but there is the possibility of a video welcome to summit attendees. The focus of the message would be the importance of Health Educators in our public health system. Karl said that the President of Gustavus is available to welcome attendees. Judith is working to get a 1-2 minute video welcome from the SOPHE president. We have 12 people registered so far. Cost: non members-$100, $35 (professional, student) members $60, $30 (professional, student).  Mary and Karl have some ideas for postings and promotions about the summit as we start getting into mid-August and September. There will be another summit planning session soon to continue to finalize details. | Joe (for Suzanne)  Videos and welcomes: Cherylee, Karl, Judith  Additional promotions: Mary, Karl  Additional Sponsorships: forward ideas to Suzanne |
| New Business   1. Upcoming MNSOPHE Elections   Ideas and nominations | 2019 election for open positions:  President Elect; Continuing Education Chair; Advocacy Chair; Communications Chair. The board discussed some possible people to recruit who have previously or currently been involved with MN SOPHE. Consult the by-laws for the position descriptions. The goal would be to present the ballot in September for voting and then announce the new 2020 board at the Oct 24 Summit. | Joe |
| 1. MN Chapter re-designation (due 10/31/19) | Joe and Judith provided some guiding documents for the chapter re designation. More review and discussion needed for the September meeting to pull everything together. Align the plan with the national plan. We have some accomplishments to build off of for the next plan, and the final draft will not have to be extensive work | All (review for discussion at Sept mtg.) |
| 5.Ideas for new MNSOPHE webinar and other member engagement | Joe presented an idea for the next chapter webinar around firearm laws and safety from the national and state perspective. Pat indicated that the Advocacy group is considering a local resolution guided by the work at the national level. Judith and Mary stated that the CDC has been restricted in research for gun violence. Would we be able to provide evidence based practices for violence prevention? Joe and Kelly to work on this topic.  Other engagement ideas:  Mary suggested smaller committee work with each of the committee chairs to build a base of engagement and leadership. This could be part of our re designation plan. Also consider a Health Education annual award and scholarships for professionals and students for travel to conferences or continuing ed.  Kelly, Cherylee and Mary discussed a social gathering for members to build networking with the chapter. This could be assigned to one of the board positions (such as the Communication Chair) and be part of our re designation plan.  Judy suggested recognition and targeting other student groups with that have similar interested in health and education to be aware or involved with MN SOPHE.  Cherylee suggested an ambassador at college joint events. This could be incorporated into the Student Rep position. | Joe and Kelly  Joe and Jessica |
| 1. Other | Cherylee updated the group regarding the SOPHE review of the NCHEC competencies. The roll out will be taking place soon. Those who teach will need to know the changes in order to adapt course curriculums. |  |
| 1. Reports 2. President 3. President elect 4. Student Representative 5. Treasurer 6. Advocacy 7. National Delegate 8. Communications 9. Membership 10. Continuing Education | 1. President-No new updates. Joe will work to get data to Pat about Advocacy from membership survey. 2. President elect- no update 3. Student Rep-no update 4. Treasurer-update sent via email. Highlights: as of August 9 there is a balance of $5,790.81. This reflects some of the summit registrations that are coming in. There was an increase for web fees to include security. Outstanding payment include chapter webinar credits and cost to create a chapter tumbler with our logo. Cherylee would like to be able to separate out membership from other budget items. For the Summit we have two sponsorships U of M Duluth $482.35 (after credit card fees) and Go Therapy for $350. Karl asked that Gustavus be recognized as a sponsor for no room fees. Cherylee will continue to make sure that the Summit is promoted on the MPHA website. 5. Advocacy-Chapter is reviewing national resolutions for adapting to local needs. They will be ready soon for board and membership approval. T-21 continues at county and city level. Letters of support have been sent to Braham and Richfield. Pat has received a scholarship to attend the National Advocacy Summit in October. He will have $800 toward registration and travel. There are still professional and student scholarships available. There will be more calls to action for Gun Violence legislation on a state and national level. Cherylee added that there will be a meeting coming up with Rep Ruth Richardson and Amy Hedman-Robertson regarding Medicare reimbursement for Health Education. 6. National Delegate-At the most recent meeting it was discussed that smaller chapters have difficulty in getting the require number of national members in order to remain a chapter organization. A list of national members will be available for chapters to recruit members . Consideration for a discount to new national members. $5 off was suggested. Scholarship opportunities will be sent to MN members via the list serve. It is helpful to attend these sessions to learn from other chapters. Send ideas or questions to Judith. The group meets on the first Monday of the month (not in Sept). 7. Membership-reminders are being sent for renewals. Membership has remained flat at this time. Hopefully there will be some new members through the webinars and Summit. Those that do not renew are taken off the list serve after one month. However-not everyone chooses to be on the list serve. 8. Communication-we have a streamlined domain name. Visit [www.mnsophe.org](http://www.mnsophe.org) . There are still some glitches depending on the browser used. Mary also reminded people that we have letterhead for use by the board. 9. Continuing Ed.-continue to pursue quarterly webinars-Sept has the potential to cover the firearms topic as suggested by Joe. Dec-Public Health Advocacy(Pat?). Continue to build as a benefit for membership. Next quarterly Continuing Ed meeting will be Sept 10. Cherylee reminded all about applying CHES competencies to webinars. |  |
| Additions |  |  |
| Good of the Order | New web domain: [www.mnsophe.org](http://www.mnsophe.org)  Congratulations to Pat Stieg for receiving a scholarship to the Oct Advocacy Summit in Washington DC. |  |
| Adjourn | 11:20 am |  |
|  |  |  |
| Next Meeting | Sept 13 10-11:30 am |  |
|  |  |  |

Meeting Summary:

**News from Communications:**

Our chapter now has its own unique domain which is easier to remember and will show up in more internet searches!   It's [www.mnsophe.org](http://www.mnsophe.org) . Check it out and put it on your bookmark list!

**October Summit is around the corner!**

A reminder to review the fantastic agenda and register for the second annual state Summit on October 24-*Arts, Health and Wellbeing: A creative approach to Public Health* *Education*. Cost: Non-members-$100 professionals $35 students. Members $60 professionals $30 student. Poster sessions applications will close on Friday, August 16. Earn up to 5 MCHES and CHES credits for the event (what a deal!). There will also be a post summit session for 1 CHES credit provided by the Minnesota Brain Injury Alliance. Gustavus Adolphus College in St. Peter, MN is the host site.

**Make an impact on Health Education-be part of the MN SOPHE Board!**

Positions that will be on the 2019 ballot include: President Elect; Continuing Education Chair; Advocacy Chair; and Communications Chair. If you or someone you know would be a good fit for these positions contact Joe Visker [joseph.visker@mnsu.edu](mailto:joseph.visker@mnsu.edu) .

Newly elected board members will begin their duties in January 2020.

**Don’t be left out!**

Be sure to renew your membership to MN SOPHE so you don’t miss out on the member benefits and great professional connections. The board continues to plan ways for members to earn CHES credits such as the annual summit and quarterly webinars. Other opportunities include shared information and experiences via the chapter list serve or live contacts and more! For questions check with Liz Heimer [sopheminn@gmail.com](mailto:sopheminn@gmail.com) .

**Congratulations to Pat Stieg!**

Pat will be attending the upcoming SOPHE Advocacy Summit, October 19-21 in Washington DC through a scholarship opportunity. This experience will strengthen our local chapter efforts for public health education advocacy here in Minnesota. We are pleased to have Pat attending in this capacity.