

<b>MN SOPHE</b> <b>Meeting Agenda/Minutes/Summary</b>	
<b>Date: Sept 10, 2021</b>	<b>Time: 10-11:30 am</b>
<b>Location: Zoom</b>	
<b>Attending:</b> Kelly Kunkel, President; Mary Kramer, President Elect; Cherylee Sherry, Treasurer; Judith Luebke, National Delegate; Taylour Blakeman, Membership chair; Derek Hersch, Advocacy chair; Suzanne Driessen, Past President; Sia Xiong and Kayla Rinderknecht, Student Representatives; Jean Streetar, Secretary	
<b>Absent:</b> Antonia Yenser, Continuing Ed chair; Cecelia Schaefer, Communications chair	
<b>Facilitator:</b> Kelly Kunkel	<b>Recorder:</b> Jean Streetar
<b>Meeting Objectives:</b>	
<b>Minutes Approved: October 1, 2021</b>	

<b>Agenda Item</b>	<b>Discussion</b>	<b>Person assigned</b>
Call to order & approval of agenda	Welcome and call to order by Kelly at 10:01 am. Agenda approved (motion: Liz, second: Mary).	Kelly
Roll call	Roll call taken. A few people let Kelly know they would be late.	Jean
Secretary's report	Jean mentioned that after the last meeting the list for the 2022 ballot was added to the August minutes. Approve minutes from August 13, motion by Suzanne and second by Judith. Jean will add the approved date and send to Taylour for posting. Highlight will be sent to members via list serve. Jean	Jean, Taylour

	<p>asked if the format for the highlights was still working. Suggestion to put the highlights on the web front page with a link to the minutes for each month. Jean will also try to add quotes from board members each month to draw attention to the great work everyone is doing.</p>	
<p><b>Old Business</b></p>		
<p>Goals for 2021 Updates and Progress Reports</p>	<ul style="list-style-type: none"> <li>● Explore scholarship program opportunities for students and professionals . Derek reported that Whitney Isaacson is awarded a scholarship to attend the national advocacy summit in Oct. Whitney is a senior at MSU-Mankato and president of Eta Sigma Gamma. Thanks to Suzanne for assisting with the review process. Whitney will prepare a report from her experience.</li> <li>● Explore process and documents needed for becoming a 501(c)(3) organization. Cherylee and Suzanne will work on the application. A three year budget will be required along with a one-time \$700 (est.) fee. Current budget balance makes it more feasible to apply at this time.</li> <li>● Explore partnering opportunities with other organizations. Cherylee informed the group that the CHW rural conference has been postponed from Oct until the spring of 2022. There are some members of that group who are CHES and there could be some invitations to join MN SOPHE. Jean is reaching out to</li> </ul>	<p>Derek</p> <p>Cherylee, Suzanne</p> <p>Jean, Cherylee</p>

	<p>MPHA for possible collaboration when the two groups want to apply for CHES credits and need people to review the applications and objectives.</p> <ul style="list-style-type: none"> <li>Life membership for MN SOPHE(Suzanne, Judith, Taylour). A document was provided outlining ideas for the MN SOPHE Emeritus membership status. The group discussed this as a good option for membership in the chapter. People can be retired from any public health field. The \$25 fee seems reasonable and was compared to other similar memberships. The national retired membership is \$130 and considered too expensive for some. Suzanne stated that there is no chapter membership criteria in the by-laws, but could be added to policies and procedures. A motion to add the Emeritus membership option to MN SOPHE was approved (motion: Cherylee, second: Mary). Membership committee will work on adding. Mary mentioned that we might want to ask people why they do not renew their membership (students seem to drop most often). A state CHES survey may be sent to see why that group does not have more members in our chapter. Thanks to the subgroup for working on this new membership option.</li> <li>Website Update (Judith). The new description of MN SOPHE has been sent to national SOPHE for the</li> </ul>	<p>Taylour</p>
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	website. The full draft description is inserted at the end of the minutes.	
<b>New Business</b>		
Volunteer discussion	Taylor let the board know that there is of U of M Duluth health education class that is looking for volunteer hours this semester. Students would need 20 hours total by Dec to complete (this can be a mix of activities). A suggested list of activities that students could help with for the chapter included: planning and promotion the Oct summit; getting involved with the roll out of Instagram; other social media posts; creative imaging; and possibly other ideas. If there is a project with one of the committees, the chair would be responsible for managing the student who volunteers. Interested students will be invited to join the last two planning meeting for the summit. We will include this item on the agenda in Oct, to discuss ideas for the class during the spring semester.	Taylor
Other	<ul style="list-style-type: none"> <li>• Kelly shared that Dr. Torcbene (sp) at the U of M Duluth is working with the U of M Extension on the Art in Health class.</li> <li>• Taylor also discussed Kelly McIntee (health coach) as a possible presenter at the summit on “Stress Less in the Busy Seasons.” This would be an add on session before the main event in the morning. Most on the board thought that the topic is too important for an extra summit session and it would be better as a stand-alone event such as a webinar. The board asked the summit planning committee to build in stretch breaks between sessions for participants.</li> </ul>	
<b>Officer and Committee Reports</b>		

President-Kelly	Working on the ballot for 2022. Thanks to all who have been serving on the board in 2021! On the ballot will be President -elect; Advocacy Chair; Continuing Ed Chair; Communications; and Secretary. Please let Kelly know if you wish to be on the ballot for your same position or maybe you'd like to try another position. The time frame for elections will be the end of Sept so new board can be announced at the Oct 20 summit. Committee chairs are asked to reach out to their active committee members.	
Past President-Suzanne	Suzanne will be checking in with board regarding Policy and Procedures . The last update was in 2017. There was mention of a student committee, but it is hard to have an established group, so students are invited project by project (Suzanne will revise). It is being suggested that in the odd numbered. Years the policies and procedures are updated an in the even numbered years the update of the By Laws Update Document will take place.	
President Elect-Mary	Currently there are 11 people registered for the summit. Two planning meetings remain before the event. 80-100 participants would be a great success! Mary asked board to make personal invitations in their networks.	
Student Representatives-Sia and Kayla	Students have been working on questions for the panel at the summit and finalizing the Instagram guide. They would like to see the CHES prep event repeated. Now that classes are in-session they are doing summit promotions. Thanks to Taylour for being so organized with the Social Hour planning. FYI-Taylour using the planning tool Trello. Someone suggested this as a webinar or social hours "Tools of the Trade."	
Treasurer's Report-Cherylee	In August the chapter had \$6,594.90. As of Sept 10 the balance was \$6,738.16. This is a good starting point for the 501.c 3 application.	
Advocacy-Derek	Derek reviewed the latest list of activities for the committee. Will be attending the national Advocacy summit. Those attending will have the	

	<p>opportunity for congressional representative visits after the summit. Some current national work is centered around voter's rights. The national group continues to apply pressure on national board for stronger stance on some of the current health and equity issues. Another idea for a webinar is to have the group Physicians for a National Health Program present. Derek will not be running for Advocacy board again and this will be discussed at the next committee meeting on Sept 14. Derek will assist with the transition in 2022. Many thanks to Derek for the fine job as committee chair!!</p>	
Communications-Cecelia	<p>The chair has been missing from several meetings. Kelly has reached out. It was mentioned that this committee could use some help from the volunteer students.</p>	
Continuing Ed-Antonia	<p>No report available at this time.</p>	
National Delegate-Judith	<p>The house of delegates does not meet in the summer, and will start up again next week. With the retirement of the National director pending...along with some others leaving the organization is in flux. Judith is always available to bring questions or comments to the house of delegates. Suzanne mentioned that there is \$500 set aside for the chapter delegate to attend national meetings during the year. Someone asked if chapters were going to recognize Elaine Auld for her years of service to the organization. Kelly and Suzanne will look into this.</p>	
Membership-Taylor	<p>Membership has been steady at 81 (38 students and 43 professionals). Committee is working on networking opportunities and end of the year goals. There are 450 followers on Instagram even before the official launch!!</p>	
Awards-Liz	<p>The committee has reviewed all nominations and selected awardees for the Health Educator of the Year and Outstanding Contributions to Health Education for 2021. Liz has notified awardees and shared brief information about each person. The names will be released during the summit for</p>	

	<p>promotions. It was a great list of nominees making decisions tough for the committee. Great job, Liz and committee.</p>	
Celebrations and good news	<p>Great success with starting up Instagram!!</p>	
Good of the order	<p>None at this time</p>	
Adjournment	<p>Next Meeting Oct 1 with a time change to 11 am Meeting adjourned at 11:27 am</p>	
New Chapter Description	<p>Minnesota SOPHE Chapter serves and supports health education specialists in all practice settings, in all levels of professional experience, and in all locations from rural to urban. Our membership includes students, practicing, and retired professionals.</p> <p>Minnesota SOPHE's purpose is to exemplify leadership and strengthen public health education for students and professionals in pursuit of health and wellness for all.</p> <p>To achieve this purpose our Chapter offers an Annual Summit and 4 to 8 continuing education workshops or webinars yearly, topics range from "Political Determinants of Health" to "Firearm Safety". In addition to professional development opportunities, our chapter engages in advocacy efforts to attain our vision of "healthy people, healthy communities, and health equity for all".</p>	

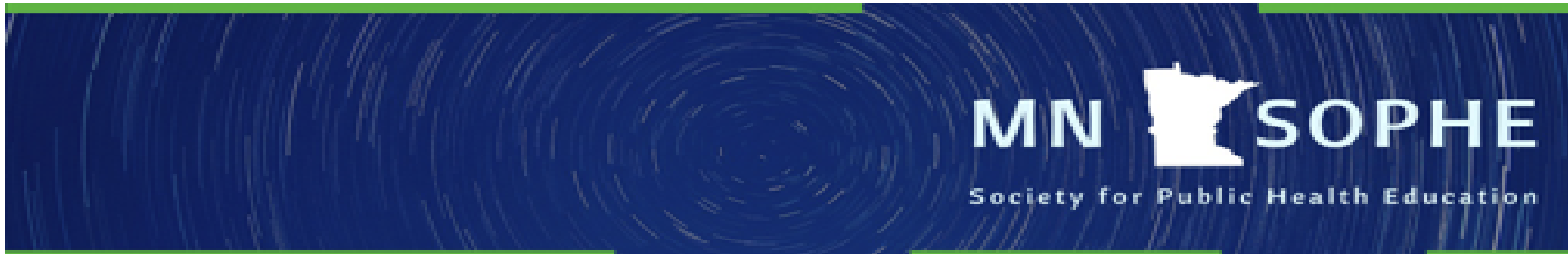
To support our members' professional development, Minnesota SOPHE offers student scholarships for some events. We also recognize our members' exemplary work with annual awards.

Minnesota SOPHE values:

- ❖ **Service** to our members and to the community.
- ❖ **Equity** as we embrace a wide range of approaches in our work to support the worth, dignity, potential, quality of life, and uniqueness of all people.
- ❖ **Advocacy** to promote health and advance health equity.
- ❖ **Connecting** health educators and the community.
- ❖ **Sharing** evidence-based resources broadly within our membership, and in the community.
- ❖ **Professional development** to our members to improve knowledge and skills.
- ❖ **Public health education** for, and with, the community.
- ❖ **Skills and strategies** that are based on promising practices in wellness and prevention.

Our Minnesota SOPHE Chapter strives to reflect and promote these values in all our health education, promotion and disease prevention strategies and services.





Meeting Summary:

### **Countdown to the 2021 Health Education Summit**

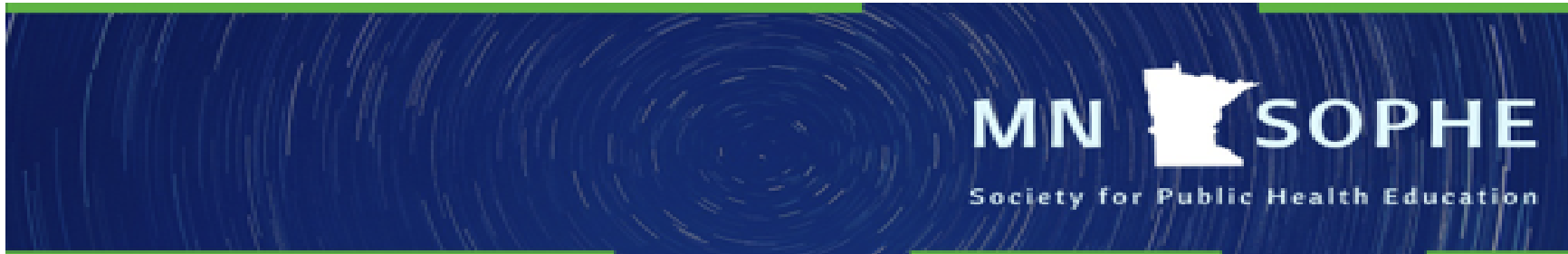
Are you looking toward the future? Join us on Oct 20 for the annual MN SOPHE summit which will explore the new decade in Public Health Education. The agenda for the half day virtual event is located here: <https://mnsophe.wildapricot.org/Agenda> . Reasonable rates, informative speakers, poster session and more await participants. Free CHES/MCHES credits for members. Thinking about membership? Now is a great time to bundle registration for the summit and membership. Following the summit there will be the annual business meeting and the awards for Health Educator of the Year and Outstanding Contributions to Health Education. You won't want to miss it!

### **MN SOPHE Advocacy Summit Scholarship**

**Congratulations to Whitney Isaacson!** The advocacy committee is awarding Whitney a scholarship to attend the National SOPHE Advocacy Summit on Oct 13-14. Whitney is a senior at MN State University-Mankato and the president of Eta Sigma Gamma. The theme of the meetings will be *Advancing Health Equity at Every Level*. The week following the summit, participants will have the opportunity to meet virtually with their federal congressional leaders. An outstanding opportunity!

### **We want YOU!**

Elections are just around the corner for 2022 MN SOPHE Board. President Kelly Kunkel invites you to consider joining a great group of health educators and students who are intent on putting the profession in the "spot-light" here in Minnesota. On the ballot this year will be President-Elect; Advocacy Chair; Communications Chair; Continuing Education Chair; and Secretary. Most positions are two year terms. Here is the link to the current board members: <https://mnsophe.wildapricot.org/page-18077> . Contact Kelly if you or someone you know would like to be added to the ballot. Stay tuned for elections!  
Contact us at [sopheminn@gmail.com](mailto:sopheminn@gmail.com)



### **MN SOPHE is Now on Instagram!**

MN SOPHE Membership and Communications Committee is pleased to announce the launch of our new Instagram page! You can look at our Instagram at this link: [mn\\_sophe](https://www.instagram.com/mn_sophe). If you are an “Instagramer”- make sure to follow us to keep up on all the latest content and events that we’ll be posting about. Feel free to leave us a message and say hi!

According to Kayla Rinderknecht, one of the Board Student Representative who worked on the project, “Social media is a great way to network with others, and stay updated on all things public health!”

Are you looking for ways you can gain skills in social media and be more involved with projects like these? Our Membership and Communications Committee meets the 1<sup>st</sup> Thursday of the month at 5:30pm. Contact [sopheminn@gmail.com](mailto:sopheminn@gmail.com) for more ways to get involved!