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| ***MN SOPHE******Meeting Agenda/Minutes/Summary*** |
| **Date:** October 16, 2020 | **Time:** 10-11:30 am |
| **Location:** Zoom |
| Attending: Suzanne Driessen, President; Kelly Kunkel, President-elect; Judith Luebke, National Delegate; Liz Heimer, Membership; Antonia Yenser, Continuing Ed; Derek Hersch, Advocacy; Mary Kramer, Communications; Joe Visker, Past President; Madeline Anderson-Sarno, Student Rep; Jean Streetar, Secretary. Guest: Karl Larson |
| **Absent:** Cherylee Sherry, Treasurer |
| **Facilitator:** Suzanne Driessen | **Recorder:** Jean Streetar |
| **Meeting Objectives:** |
| **Minutes Approved:** |
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| **Agenda Item** | **Discussion** | **Person assigned** |
| Call to order and approve agenda | Welcome everyone to the meeting delayed one week. Thanks for your flexibility. Suzanne called the meeting to order at 10:02 am. Added to the agenda: National Health Education Week for the Good of the Order. Joe made a motion to approve the agenda/Liz seconded. | Suzanne |
| Roll Call | Roll call taken. Cherylee had another commitment. Karl is joining as the ad hoc chair of the awards committee. | Jean |
| Old Business |  |  |
| Approve meeting minutes | September 11, 2020 meeting minutes were reviewed. Kelly made the motion to approve the minutes/Antonia seconded. Jean will add the approval date and send to Liz for posting on the website. There will also be a meeting highlights email sent to the members via the list serve. | Jean,Liz |
| 2020 Goals and reports | 1. Implement an awards recognition program – Karl Larson, ad hoc committee§  Committee update: KarlKarl provided a wrap up report about the first-time award process. There were three very good applications for 2020. After the ranking by the committee (Karl, Mary, Jean) Sharmyn Phipps, U of M SNAP Regional Coordinator will receive the award. Karl showed us the award and it is very fitting for the coordinated community work of the health education professional. There will possibly be a video of Sharmyn for the awards part of the Summit. Karl plans to be online at the meeting and will provide an overview of the work for this year and plans going forward. Thanks Karl!2.      Explore scholarship program opportunities for students and professionals - Liz, Judith, MaryNo new updates at this time. 3.      Explore process and documents needed for becoming a 501(c)(3) organization -  Cherylee, SuzanneNo new updates at this time.Suzanne mentioned that we have built up our finances from the registration for the virtual summit at this time and these funds would be helpful in providing a possible scholarship and to file for the 501(c).3.4.      Explore partnering opportunities with other organizations.Joe reported that if we are going forward with collaborative work that the chapter by-laws should include an outline for a Memorandum Of Understanding (MOU) with other organizations. He will provide some draft language for consideration.Jean indicated that the MN Public Health Association forum events are going virtual this year and are considering adding CHES credits for participants. Once the virtual format logistics are worked out the idea of jointly offering credits could be discussed between our two groups (probably in 2021). | JoeJean |
| MN SOPHE Comprehensive Diversity, Equity, Inclusion, Anti-racism (DEIA) | Special committee proposal for board input and discussion. Derek provided an overview of the committee’s work on a Statement and Standards to address diversity, equity, inclusion, and anti-racism. The ask for the board would be “how do we incorporate the statement and standards into the work of the organization and it’s members?” Joe commented that DEIA work would need to by put into the by-laws to show commitment. There could be an assessment and evaluation of how the organization carries out the commitment. The potential for a standing committee is also possible. Others commented about the need to educate members and interested others. Kelly suggested using “racist abuse” vs microagression. Motion by Derek for the MN SOPHE Board to move forward and incorporate the Diversity, Equity, Inclusion and Anti-racism standards into the chapter by-laws. Joe seconded. Suzanne called for a roll call vote of the board. Motion approved. The board was also encourage to take the Harvard Implicit Bias individual assessment. | Derek, Joe |
| New Business |  |  |
| Advocacy Summit | 21st Century Practitioner Scholarship for SOPHE’s 2020 Virtual Advocacy Summit. Congratulations to Derek for receiving the scholarship to attend the summit. The topic was on climate change with many perspectives from the speakers. Cherylee and Pat Stieg also attended. Derek is considering all of the information gathered and will provide a report-out which is a requirements of receiving the scholarship. | Derek |
| Board Reports |  |  |
| President-Suzanne | Election results for 2021-Congratulations to the newly elected chapter board officers: Mary Kramer, President-elect; Judith Luebke, National Delegate; Cherylee Sherry, Treasurer; Jean Streetar, Secretary; and Taylor Blakeman, Membership Chair. Thanks to Joe for assisting with the election ballot. Suzanne acknowledged the great work on membership by Liz Heimer.Invitation to members for annual meeting sent Oct 6. The agenda has been drafted and the session will be about 1.5 hr in length. Reports from officers and committee chairs, award, election results and discussion/networking question for the group are included. Guest may want to attend to learn more about the organization. |  |
| Past President-Joe | By-laws and revisions: Joe is working on edits and has a list of changes such a following Roberts Rules of Order, language for diversity, the student representative selection process, Awards committee chair. Items to be added include: chapter discipline, memorandium of understanding for collaborative work, and guidance for social media. If any one has other ideas for the by-law review, please contact Joe. The by-laws are reviewed every two years. The current review will be completed by the end of the year. |  |
| President elect-Kelly | Summit final update. 93 registered to date. Kelly continues to work on logistics for the summit. Right now speaker power points are still needed. If you are introducing a speaker, consider the need for stretch breaks during the day…jokes or other day brighteners welcomed! The sessions will be recorded. Discussion and examples for photo release form. Kelly was interested in ideas for a back-up plan incase a speaker is ill:1. Covid 19 response experiences from board members as an informal discussion 2) Provide an extra 30 minutes for the poster session.

The door prize for the annual meeting will be a SOPHE tumbler. Kelly has those items stored in her office (no current access). | Anyone with Covid related stories, be prepared to share 5 minutes if needed. |
| Student rep-Madeline | Maddie has worked on questions for the student session and sent out for review. One speaker asked about the acknowledgment of ancestorial lands. Suzanne and Derek are working on language for the summit. Maddie will follow up with the speaker. | Suzanne, Derek, Maddie |
| Treasurer-Cherylee | Cherylee was unable to attend the meeting, but sent a report and the current balance of $8,298.30. Of that amount $2,225 is for summit registrations. A sponsorship of $500 was provided by a MN State-Mankato club for the keynote speaker. Thanks to Mary for getting the sponsorship. |  |
| Advocacy-Derek | As part of the attendance at the National Summit, there are meetings set up for attendees to visit with state legislator’s staff. Pat Stieg and Derek will meet with Tina Smith’s staff on Monday (10/19) and Amy Klobuchar’s staff on Tuesday (10/20). Suggestions for discussion: Thank them for passing Tobacco 21; promote Health Education Week; invite to summit on Oct 22. Pat and Derek to discuss ideas. |  |
| Continuing Ed-Antonia | There were 42 participants on the September 29 Tobacco webinar. Of those, 11 requested CHES credits. Antonia is finishing up with the tasks from the webinar. Summit CHES/MCHES credit applications are complete. Next webinar will be November 10 from noon to 1 pm featuring: Raie Gessesse.This will be the fourth chapter webinar this year! Antonia will be officially back from maternity leave on October 19. |  |
| National Delegate-Judith | The delegate call this month discussed national trustees interacting with chapters.There are three regions and assignments for connecting with chapters. Also discussed the Health Equity and Anti-Racism (HEAR) committee. The national conference will be virtual in 2021 and in person for 2022 in St. Louis, MO. Suzanne asked if Judith would be willing to review any chapter by-law changes to make sure they align with the national organization by-laws. Judith will work with Joe. | Judith, Joe |
| Membership-Liz | The latest count for membership is 82; 44 professionals, 38 students. New website chart for tracking was sent with report. There will be a new membership chair for 2021 and Liz will continuing being active in the chapter. |  |
| Communication-Mary | Liz shared an item from Mary. Yahoo will not longer provide the free email list serve which we have been using for the chapter. Mary is searching for alternatives. Suggestion to pursue gmail options and to find out what the fee would be to continue with Yahoo. |  |
| Good of the order | National Health Education Week is October 19-23. Social media notices will be sent. We have MN representation via the Mental Health webinar next week by Beth Brisky and Natalie Vasilj. Members are encouraged to attend various events and share highlights. |  |
| Adjournment | The meeting was adjourned at 11:38 am. See you at the summit! Next meeting will be Nov 13. |  |

Meeting Summary:

**See YOU at the Summit!**

Oct 22-still time to register for the 2020 virtual summit. You can “bundle” summit registration and membership for a “deal!”

<https://mnsophe.wildapricot.org/Agenda>

[Insert graphic]

The MN SOPHE Annual Meeting will provide member networking, chapter highlights, election and award announcements. Door prize included.

**National Health Education Week Oct 19-23**

Various events and themes will be featured throughout the week. <https://www.sophe.org/focus-areas/national-health-education-week/>

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FYI-Beth Brisky and Natalie Vasilj from Washington County Public Health and Environment will present their mental health in the work place webinar on Wednesday, October 21. Congratulations for being selected to present at a national forum!

<https://www.sophe.org/focus-areas/national-health-education-week/nhew-school-health/>

**Congratulations to Derek Hersch!**

Derek received the 21st Century Practitioner Scholarship for SOPHE’s 2020 Virtual Advocacy Summit. The event was held the week of October 12 with the theme of Climate Change. Other chapter members attending were Cherylee Sherry and past advocacy committee chair, Patrick Stieg. Derek and Patrick will now have the opportunity to meet with staff from the office of Minnesota’s SenatorsTina Smith and Amy Klobuchar. Watch for a report from Derek and his experiences attending the summit.

**MN SOPHE Comprehensive Diversity, Equity, Inclusion, Anti-racism (DEIA)**

A special committee has been working over the past several months to develop a Statement and Standards for MN SOPHE on the commitment to address diversity, equity, inclusion and anti-racism. The board reviewed the work of the committee and approved a motion to move forward by including language in the chapter by-laws. Thanks to Derek Hersch for chairing the work of the group.

**Webinar Follow-up**

The September 29 webinar “Flavored Tobacco: a Social Justice Issue in MN” had 42 participants. As the host, MN SOPHE is offering members FREE CHES and MCHES credits for webinars upon request and completion of an evaluation. Another great benefit for members! Stay tuned for an upcoming webinar in the works and scheduled for November 10, noon to 1 pm.

Check out all MN SOPHE information and resources on the website: <https://mnsophe.wildapricot.org>