



MN SOPHE Meeting Agenda/Minutes/Summary	
Date: November 13, 2020	Time: 10-11:30 am
Location: Zoom	
Attending: Suzanne Driessen, President; Kelly Kunkel, President Elect; Judith Luebke, National Delegate; Liz Heimer, Membership Chair; Derek Hersch, Advocacy Chair; Joe Visker, Past President; Madeline Anderson-Sano, Student Rep; Jean Streetar, Secretary Guest: Taylour Blakeman	
Absent: Cherylee Sherry, Treasurer; Antonia Yenser, Continuing Ed Chair; Mary Kramer, Communications Chair;	
Facilitator: Suzanne Driessen	Recorder: Jean Streetar
Meeting Objectives:	
Minutes Approved:	

Agenda Item	Discussion	Person assigned
Call to order and approve agenda	The meeting was called to order at 10:05 am by President Suzanne Driessen. After review of the agenda it was approved. (motion, Joe/second, Jean)	Suzanne
Roll call	Roll call was completed-Mary, Cherylee and Antonia were absent. Welcome to incoming Membership Chair, Taylour Blakeman!	Jean
Old Business		
Secretary's report	Approve minutes for October 16, 2020. Motion to approve by Liz, second by Kelly.	Jean, Liz

	<p>Approved date will be added and send to Liz for posting on the website. Jean will send November meeting highlights to members.</p>	
<p>Goals and progress reports</p>	<ul style="list-style-type: none"> ● Goals for 2020 Updates and Progress Reports <ol style="list-style-type: none"> 1. Implement an awards recognition program <ul style="list-style-type: none"> ▪ Congratulations recipients ! ▪ Presidential citations were awarded to board members Liz Heimer and Joe Visker during the Annual meeting. Sharmyn Phipps, U of M Extension, received the first chapter professional of the year award. Information is posted on the website and a copy of the video shown at the conference is being pursued. Notices for these awards were sent to employers and media/posted on Facebook. ▪ Suzanne has added an awards tracking form to Google docs. Mary provided examples of other chapter award criteria. ▪ Liz is interested in being the chair for the newly created awards committee starting in 2021. 2. Explore scholarship program opportunities for students and professionals - Liz, Judith, Mary <p>The chapter has been building funds to help support scholarships. At this time due to COVID work on this goal is delayed.</p> 	

	<p>3. Explore process and documents needed for becoming a 501(c)(3) organization - Cherylee, Suzanne</p> <p>Due to COVID, work on this goal is delayed.</p> <p>4. Explore partnering opportunities with other organizations</p> <ul style="list-style-type: none"> ▪ UMD, Arts in Public Health: Graduate Programs & Organization Spotlight webinar – Antonia ▪ Memorandum of Understanding (MOU) with other organizations draft language for bylaws – Joe. Broad language will be provided and Judith will check on examples of policies and procedures from national SOPHE. 	
<p>Diversity, Equity, Inclusion, Anti-Racism</p>	<p>MN SOPHE Comprehensive Diversity, Equity, Inclusion, Anti-racism (DEIA) standards – language for chapter by-laws – Joe. Language will provide broad statement. Derek will work with Joe on further standards and recommendations for the chapter.</p>	<p>Joe, Derek</p>
<p>Report from Advocacy summit</p>	<p>21st Century Practitioner Scholarship for SOPHE’s 2020 Virtual Advocacy Summit Report/Updates. Update from Derek: Derek and Pat Stieg met with health care policy staff from Sen. Klobuchar’s office and Pat met with staff from Sen. Smith’s office via phone conferences. Derek completed a 2 page experience report to SOPHE and will edit a write up for chapter webpage.</p>	<p>Derek, Antonia</p>



	Derek is also working with Antonia for possible future webinars on advocacy with lessons learned from the national summit.	
New Business		
2021 Board Positions	<ul style="list-style-type: none"> ● Board positions needed for 2021: ● Student representative- one year appointed by the chairperson. Maddie has not received any interest at this point. Jean and Derek requested a job description to be shared with MPHA and U of M School of Public Health. Liz and Maddie will reach out to chapter student members now that there are new people who joined at the summit. Student ideally will be a junior and a member of MN SOPHE. ● Communications Chair-needed to complete 1 year of term. Motion to appoint Cecilia Schaefer for 2021 as Communications Chair (motion, Kelly/second, Judith). Motion approved. Mary is working with Cecilia for the transition. ● Awards and Recognition Chair (pending bylaws changes and approval). Liz is interested in this position once the by-laws have been adopted. <p>Congratulations to all newly elected board members! President-Elect, Mary Kramer; National Delegate, Judith Luebke; Cherylee Sherry, Treasurer; Jean Streetar, Secretary; Taylor Blakeman, Membership Chair.</p>	Suzanne, Kelly, Mary
Officer and Committee Reports		

President-Suzanne	Suzanne thought the annual meeting went well and appreciated all of the board and committee reports. Suzanne asked if there needed to be a chapter meeting annually. Defer to Joe (updating by-laws)	
Past President-Joe	By-laws update: edits will be ready for discussion at December meeting. How do we record rule and regulations? Judith will assist with alignment to national SOPHE language.	
President-elect-Kelly	<ul style="list-style-type: none"> ● Final report: 2020 Summit Planning - October 22, 2020 ● Wrap up comments from Kelly include: helpful feedback was provided through the participant evaluations. One take-away is that an 8 hour summit (on Zoom) is too long. If virtual next year the time could be split up on two days. Have the annual meeting on a different date. All speakers have been paid. Wrap up meeting was a good opportunity to debrief and “celebrate!” Gavel has been passed to Mary, President-Elect for 2021. 	
Student Representative Report-Madeline	Thanks to Maddie for her work this year and contributions to the summit. Maddie indicated that this was a very worthwhile experience. Recruitment will continue for a student rep for next year. Future plans-graduate in May! Internship with Faribault/Martin/Wantonwan county public health begins in January. Good Luck Maddie!	

Treasurer-Cherylee	Cherylee sent the most current report for review. Current balance is \$7,748.81 which reflect both income and expenditures from the summit along with any new members.	
Advocacy Report – Derek	Potential “Hill Visits 101” webinar with Pat Stieg is being considered. Derek attended the national advocacy call on November 10. Key resolutions for disabilities, LGBTQ health and role of health educators in primary care to be considered. Derek will review and make any recommendations for MN SOPHE resolutions. Derek is connected with a Growth and Justice group as well as MN Smoke-free Generation. From the summit poster session there were 600 views. The poster session will remain open on the website.	
Communications - Mary	Mary provided a report: Yahoo list serve will be transitioning to Google Groups. There will be a message sent to current members on the list with transition instructions. The capacity is the same as before. Some different feature include: previous message (under instructions); opportunity to collect metrics; and users can compile messages into a digest. Motion to move forward with the transition by Liz, second by Joe. Motion approved	Mary
Continuing Education—Antonia	<p>Suzanne reported for Antonia. It is estimated that MN SOPHE had 8 CEU opportunities for members this year! Many Thanks!!</p> <p>This week there were two: Health is Political (39 attended) and UMD Art and Public Health (30) attended. Antonia helped work out details for registration with UMD. Liz reminded everyone that the webinars we have hosted are archived on the website. You do need to attend the live webinar for any credits.</p>	

Delegate Report—Judith	Judith reminded us that the annual chapter report (online) will be due November 30, 2020. There is a \$100 annual fee for each chapter. Judith will work with Suzanne to complete. Connecticut was the latest chapter to be added bringing the total to 23. There were 160 attending the virtual Advocacy Summit in Oct. The 2021 National Summit will be virtual. There was more discussion about the number and role of the Delegate Trustees and how they can support chapters.	Judith, Suzanne
Membership Report—Liz	Liz reviewed the sent report. We have 78 members (35 student, 43 professionals). A membership survey is being drafted and will be sent before the end of the year. Liz is working with Taylour for the transition as well as the Wild Apricot web platform. Thanks to Liz for the <u>years</u> as membership chair.	
Good of the Order	Jean invited anyone interested to attend the December 4 virtual MPHA Public Health Matters Forum: Environmental Health: is there Justice for All? event. The focus will be on water. Register here: https://www.mpha.net/2021-Policy-Forum-Series Potential for future collaboration with MPHA and the forum events. Suzanne provided photos of Liz and Joe with their Presidential Citation awards. Congratulations, well done!!	
Adjournment	Meeting adjourned at 11:16 am. Next meeting: December 11, 2020	

Submitted by: Jean Stretar, Secretary



Meeting Summary:

2021 MN SOPHE Board:

Congratulations to the newly elected and returning MN Board Members for 2021:

Kelly Kunke, President; Mary Kramer, President-Elect; Suzanne Driessen, Past President; Judith Luebke, National Delegate; Cherylee Sherry, Treasurer; Jean Streetar, Secretary; Derek Hersch, Advocacy Chair; Cecelia Schaefer, Communications Chair; Antonia Yenser, Continuing Education Chair; and Taylour Blakeman, Membership Chair.

Thank you to: Joe Visker, Past-President; Liz Heimer, Membership Chair; Madeline Anderson-Sano, Student Representative; and Karl Larson, Ad Hoc Awards Chair. These positions will end their terms on December 31, 2020.

Communications Chair Appointed

At the November MN SOPHE board meeting, President Suzanne Driessen officially appointed Cecelia Schaefer as the new Membership Chair with the board members approval. Cecelia will take over for one year (2021) to fulfill the position left vacant as a result of Mary Kramer now being the President-Elect. Many thanks to Mary for her leadership with chapter communications.

Looking for a GREAT Student Experience?

MN SOPHE is looking for a Student Representative to fill the vacant role from January 1, 2021 to December 31, 2021. This role will provide experience for the student to volunteer in a leadership position to advance health education and health promotion in Minnesota. Please email Suzanne Driessen at driessen@umn.edu if you are interested in taking on this leadership opportunity. The student perspective is vital to the continued growth of the chapter and overall field of health education and promotion.

Google Groups List Serve Update



The current MN SOPHE Yahoo list serve will be transitioning to Google Groups soon. There will be a message sent to current members on the list serve with transition instructions. Some different features on Google Groups include: a previous message finder and users can compile messages into a digest. Stayed tuned for more information.

Annual Summit-Thanks and Wrap up

The October 22 summit was a success! *What the Health: Understanding Disease, Diversity and Disparities* was a virtual event with 111 people attending. There were great speakers and breakout sessions along with a poster session that has had over 600 views thus far (the session is still available on the chapter website). Thank you to President-Elect Kelly Kunkel for leading the summit planning team this year. Mary Kramer will be setting up the planning process for the next summit in 2021. Check the website for additional highlights <https://mnsophe.wildapricot.org/page-18093>

By Laws and Annual Report

As with any organization there is the annual housekeeping (or house cleaning!) duties. Joe Visker, Past President is assisting the chapter by reviewing and editing the by-laws that help the organization function. The work of MN SOPHE continues to expand such as attention to diversity, equity, inclusion and anti-racism and that work needs guiding principles. Adding a student representative and an Awards and Recognition Committee is another example of chapter growth. Joe expects to wrap up the by-laws work in December. The MN SOPHE chapter is responsible for reporting each year's accomplishments to National SOPHE by November 30. Judith Luebke is the National Delegate and will assist President, Suzanne Driessen with documenting the highlights for 2020.

Continuing Education

The week of November 9, MN SOPHE offered two CHES/MCHES credit webinar opportunities. *Health is Political* had 39 people attending. MN SOPHE collaborated with the U of M Duluth to offer *Art and Public Health*, and 30 people attended. Thanks to Antonia Yenser, Continuing Education Chair for all her work this year. Look for more opportunities in 2021 and a reminder: MN SOPHE members can request **free** CHES/MCHES credits for the webinar events. The webinars hosted by MN SOPHE are archived on the website. You need to attend the LIVE webinar for any credits. <https://mnsophe.wildapricot.org/MN-SOPHE-Webinar>



National SOPHE Conference 2021

Gateway to the Future: Health Education and Promotion for All

Calling all members: Save the dates for the next SOPHE Conference, April 6-9, 2021 in a virtual format.

https://www.sophe.org/professional-development/conferences_events/sophe-2021/