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March 2023 Agenda

***MN SOPHE Board Meeting of the Executive Committee and Officers***

**Date:** Friday, March 17, 12:00 - 1:00 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/89294341529?pwd=eitVcmhKeXBVaStoWVFoYVBoNUIwZz09>

Meeting ID: 892 9434 1529

Passcode: 493297

One tap mobile

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**Resources:**

* [Board Google Main Folder](https://drive.google.com/drive/folders/1kyjv4A3S3r-rE19GW0EJITJl8Zz2yAbr?usp=sharing)
* [Meeting Expectations](https://docs.google.com/document/d/16gCMIMNEmDzTphtVhYfFfaAv_vZEJjpxmEOwVH5tHPo/edit)
* [2023 Meeting Schedule](https://docs.google.com/document/d/1v81kMeJdV1yeYShE07UO91kl4ExqqNQfuI7L0Me9Q88/edit)

**AGENDA**

**Chat Icebreaker, Agenda, and Role Call**s **(12:00 PM - 12:10 PM)**

Call to order, introductions & approval of agenda – Liz

Roll call- Jean

**Old Business (12:10 PM - 12:15 PM)**

* Approval of February 2023 Minutes submitted by Jean available [HERE](https://docs.google.com/document/d/1AHwnFyuDJew9OjX5nC0eVUjnO5WmFPPh/edit?rtpof=true)

**New Business (12:15 PM - 12:30 PM)**

1. **Advocacy Role**
   1. Lauren on temporary leave
   2. Plan moving forward
2. **Olmsted County- MNSOPHE Flavors Support Sign On**
3. [View Pa Email / Factsheet- Taylour](https://docs.google.com/document/d/1PVSbbSuIxtdQExPxgBs1hEh_FEr237M1lPeGlvzhKLk/edit?usp=sharing)
4. **MN SOPHE sponsorship from American Lung Association**
   1. [View draft proposal - Taylour](https://docs.google.com/document/d/1cr-54k7TEIhIxHRmz-vcLrdIuSiSthJ2C19JGvFvzSY/edit?usp=sharing)
5. **Letter of Support for CDC grant request**
   1. [View draft - Lindsay](https://docs.google.com/document/d/1iiwXdRiaOdOFZTKPKMjnfwbP_X-Pbx-Um36n7CSRtXA/edit?usp=sharing)
6. **2023 Goals - Updates on Progress (12:30 PM - 12:40 PM)**

* **Increase membership**- Membership and communications report
* **Develpon year-round board recruitment** - TBD
* **Onboarding process establishment**- Past-president and board
* **Analysis of current governing documents** (Bylaws and Policies and Procedures) - Past-president, Jean, and subgroup

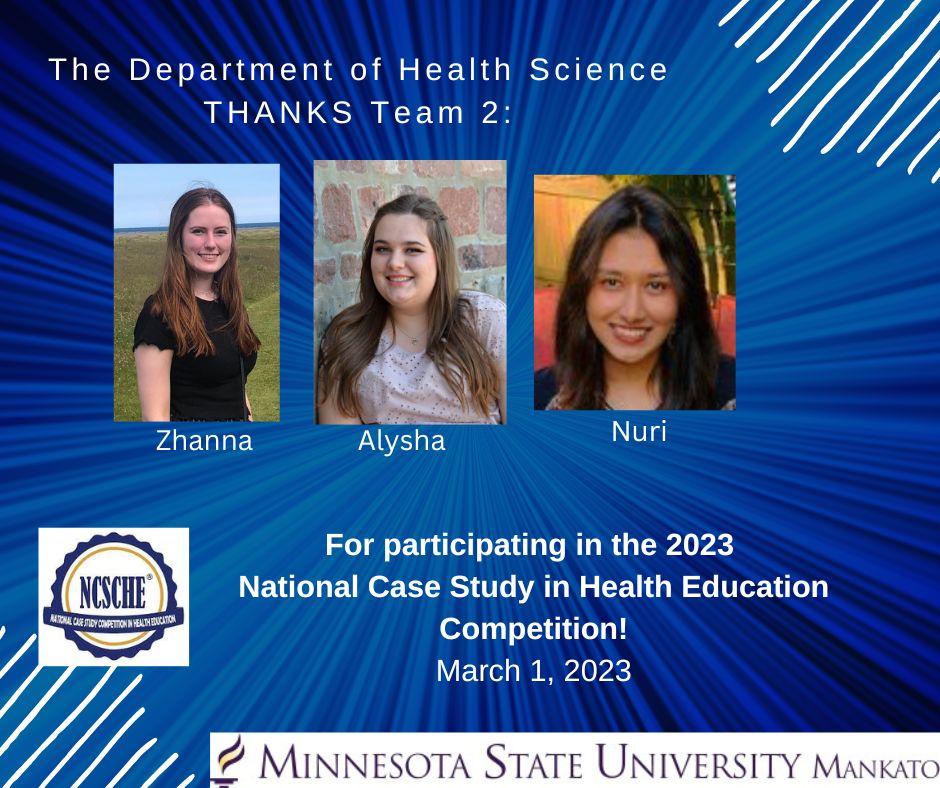
**Officer and Committee Reports (12:40 PM - 12:58 PM)**

1. **Officer and Committee Reports - Board Members, add your notes below - Verbal report 1-3 minutes.**

* **Secretary’s Report – Jean**
* **Past-president Report –Mary**
* **President-elect Report - Lindsay (Welcome!)**
  + We had our first summit planning committee meeting on March 13th.
    - Planning for an in-person summit and looking into UMD in Duluth for location
    - October 19th or 20th as a potential date. Are there any conflicts or preferences for either day?
    - I will be looking to recruit a couple other members to join the committee- if you know anyone interested please let me know.
* **Treasurer Report- Katie**
* **Awards Report- PH**
  + Recruitment: there are two members who have expressed interest. Unsure if more are interested at this point. I will begin scheduling a meeting for the end of March after sending out a Doodle poll.
* **Membership Report- Taylour**
  + 84 Members:[43 professional, 40 student, 1 Emeritus](https://docs.google.com/spreadsheets/d/1bF4MtwUQYWz0uymuSdjFDzcO-do1hO09/edit?usp=share_link&ouid=111998943316499835215&rtpof=true&sd=true)
  + Taylour created a MailChimp for MNSOPHE, better system for sending out opportunities to CHES / MCHES. Suicide Survivors webinar sent out to 477 recipients, 226 people opened emails, 28 clicked on links, and 7 unsubscribed
  + Created private Facebook group for members, next steps on amplifying it to our listserv / FB page
  + Participating in HES Planning committee
  + WildApricot Update: our next renewal payment on June 08, 2023 will be $1,224
* **Advocacy Report- Lauren**
* **Communications Report- Sia**
  + HPHA Luncheon prep for tomorrow, Saturday, March 18
    - 5 students: UMN, Augsburg, and Saint Paul College
    - Printed flyers to promote
  + Amy Nowack from UMN brought up the potential to do an infographic contest, so in discussion on if this would be a good idea and where it would make sense if we wanted to pursue it
  + If you have any upcoming meetings, promotions - lmk and I can work on creating social media materials for it
  + In the last 28 days (February 17 - March 16):
    - # of people reached = 322 FB and 67 IG
    - # of people visited = 29 FB and 12 IG
    - # of new likes/followers = 1 FB (316 total) and 2 IG (129 total)
    - Biweekly Friday email updates with support from Holly (UMN intern) who helps find public health related jobs.
* **National Delegate- Wendy**
  + No update.
* **Continuing Education- Cat**
  + 25 people registered for the March Webinar (20 people attended)
  + 11 evaluations have been completed, people have until the end of next week to watch the webinar and complete the evaluation for credit.
  + Zoom Account Users Question
  + MPHA conference to be held May 22-23 in Moorhead, MN.
    - Jean and Liz have been meeting with MPHA about their upcoming conference - we will be starting the process to decide how many credits will be available through CHES and starting the review process
  + I’m still in search of topics/speakers for coming up webinars:
    - Period Poverty was mentioned
    - health and nutrition
    - substance use and harm reduction
    - Hmong Public Health Association
    - if you have any ideas or speakers please email me: [gangi.catherine@gmail.com](mailto:gangi.catherine@gmail.com)
* **Student Reps- Zhanna and Nuri**
* **President’s Report –Liz**
  + HES planning committee- attending and participating
  + MPHA planning committee
    - attending for Jean as MN SOPHE rep on Monday, March 20
    - Reviewing and helping with sub-competencies for CHES/MCHES
  + Other report info in new business
  + Next meeting April 28th

**6. Good of the Order (12:58 PM - 1:00 PM)**

* A big congratulations to our Treasurer, Katie Stapleton, for her team of two grad students who won a National Case Study Competition! See our Facebook post for more details. Also great job - Nuri and Zhanna for competing as well. This year’s case was: ​​ Your team has been tasked to develop an evidence-based, culturally relevant approach to prevent a new hepatitis A outbreak in Wayne County. While addressing the judging criteria, you should remain cognizant of staffing and budgetary limitations, showing that both are addressed in your plan.
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**7.  Adjournment**

|  | **2023** |
| --- | --- |
|  |  |
| President | Liz Heimer  [heimerliz314@gmail.com](mailto:heimerliz314@gmail.com)  507-848-7613 |
| President Elect | Available! |
| Past President | Mary Kramer  [mary.kramer-1@mnsu.edu](mailto:mary.kramer-1@mnsu.edu)  (614) 208-7115 cell |
| National Delegate | Wendy Schuh  [wendy.schuh@mnsu.edu](mailto:wendy.schuh@mnsu.edu)  507-317-1542 cell |
| Secretary | Jean Streetar  [jmstree27@gmail.com](mailto:jmstree27@gmail.com)  612-618-7822 |
| Treasurer | Katie Stapleton  [anokastorm@gmail.com](mailto:anokastorm@gmail.com)  608-386-1248 |
| Advocacy Chair | Lauren Witt  [witt.m.lauren@gmail.com](mailto:witt.m.lauren@gmail.com)  651-276-0151 (Cell) |
| Awards Chair | PH Moua  [pahoua.moua@olmstedcounty.gov](mailto:pahoua.moua@olmstedcounty.gov) or [phmoua1@gmail.com](mailto:phmoua1@gmail.com)  507-779-4528 |
| Comm Chair | Sia Xiong  [siaxiong95@gmail.com](mailto:siaxiong95@gmail.com)  (651) 338-6349 |
| Continuing Ed Chair | Cat Gangi  [gangi.catherine@gmail.com](mailto:gangi.catherine@gmail.com)  810-814-1767 |
| Membership Chair | Taylour Blakeman  [sopheminn@gmail.com](mailto:sopheminn@gmail.com)  (763) 267 4018 |
| Student Rep - Undergrad | Zhanna Dunagan  [zhanna.dunagan@mnsu.edu](mailto:zhanna.dunagan@mnsu.edu) |
| Student Rep - Grad | Nudrat Nawar  [nudratnawar.thakur@gmail.com](mailto:nudratnawar.thakur@gmail.com) |

**2023 MN SOPHE Board Meeting Schedule**

**3rd Friday of the Month**

**Noon - 1:00 PM**

February 17, 2023

March 17, 2023

April 28, 2023 -Note this is Fourth Friday of April\*

May 19, 2023

June 16, 2023

July 21, 2023

August 18, 2023

September 15, 2023

October - TBD based on annual conference

November 17, 2023

December 15, 2023



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