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May 2023 Agenda

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

Time: May 19, 2023 12:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81273998801?pwd=enliRlVQeVA3K3BPRTRuRWRVanBsQT09>

Meeting ID: 812 7399 8801

Passcode: 180284

One tap mobile

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Dial by your location

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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:**

Approved by Sia and Wendy

**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 April 2023 Minutes submitted by Taylour available [HERE](https://docs.google.com/document/d/18aqk5uAUyK1agghG_GreX3xjUgQt0GK8/edit?usp=sharing&ouid=111998943316499835215&rtpof=true&sd=true)

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

1. **MN SOPHE flavored tobacco restriction sponsorship from ALA** (Katie)
   1. Updates
   2. Questions for the group
   3. Questions from the group
2. **2023 Goals - Updates on Progress (12:30 PM - 12:40 PM)**

* **Develop year-round board recruitment - President and others**
  + [Meeting after this! 1-1:30 PM](https://docs.google.com/document/d/1p5ld-CBgs5WKkrhMx7XZsmeYJn-t_XSr/edit)
* **Analysis of current governing documents** (Bylaws and Policies and Procedures) - Mary, Jean, and subgroup
  + Starting in May 2023
* **Increase membership**- In Membership and Communications report

**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.**

* **Communications Report- Sia**
  + In the last 28 days (April 21 - May 18):
    - # of people reached = 275 FB and 56 IG
    - # of people visited = 6 FB and 9 IG
    - # of new likes/followers = 40 FB (357 total) and 2 IG (140 total)
  + May posts: mental health, no menthol sunday, MN SOPHE awards
  + Continue supporting/attending the planning committee and recruitment meetings
* **National Delegate- Wendy**
  + SOPHE 2023-2024 House of Delegate Speaker-Elect Election is now open. There is only one candidate. If there are no concerns, Wendy will submit MN SOPHE vote.
    - Joanne Chopak-Foss, PhD, FASHA. SOPHE National Board of Trustees, Delegate Trustee, Chapter Delegate, Georgia SOPHE
* **Continuing Education- Cat**
  + Review Process is completed for MPHA Conference, 7 credits total will be offered with the opportunity for participants to receive 2 MCHES credits. MPHA will cover the cost of everyone who isn’t a SOPHE member.
  + Starting the conversation around credits for MN SOPHE conference
  + Upcoming education topics: period poverty, harm reduction/overdose fatality reviews (in the works to get these to webinars set up)
  + We should be good with topics for the end of this year for educational webinars, unless topics come up that the committee would like to add into the schedule.
  + will also add in flavored tobacco webinar(s) - Will connect back with Katie
  + 2023 credit timeline:
    - Quarter 1: Transforming Trauma through art and narrative (1 credit)
    - Quarter 2: MPHA conference (7 credits)
    - Quarter 3: Educational webinar ( 1 credit)
    - Quarter 4: SOPHE Conference (credits TBD) plus educational webinar (1) and possible end of year meeting (credit TBD)
* **Student Reps- Zhanna and Nuri**
* **Secretary’s Report – Jean**
* **Past-president Report –Mary**
* **President-elect Report - Lindsay**
  + Date TBD (Late October/Early November)
    - Ran into barriers with UMD in terms of dates/cost
    - Looking into other potential options in Duluth that would meet our needs
  + We had a great response from speakers we connected with! We have 5 confirmed and will revisit if the date needs to be changed.
  + Finalizing the Save the Date with hopes to send out by the end of May (depending on when we can finalize the date)
    - Healing Communities- A Minnesota Summit on Mental Wellbeing
  + Decided to change the cost of the summit- will raise the cost a bit. No final decision yet. However we will offer early bird pricing as well (hopefully starting in June).
* **Treasurer Report- Katie**
  + Working with schools-testimony from kids on how vaping has changed their lives
  + Tabling in the fall in different schools, helping connect student with resources
  + Met with student reps, helping over the summer to help create content
  + Smoke Free Generation Coalition, met with the group 5/18/23 to get updates
* **Awards Report- PH**
  + Working with Communications Committee to begin spreading the word about the 2023 awards - Sia’s communication emails and social media
  + Change this year: student award will be honored at a November or December board meeting.
  + Deadlines for awards:
    - Professional awards (HEYA & OCPHEA): September 8
    - Student award: November 3
  + Challenge for the board: Would each board member ask at least one person to consider nominating someone or to self-nominate?
* **Membership Report- Taylour**
  + 83 members total (1 Emeritus, 42 professional, 40 student) linked here: <https://docs.google.com/spreadsheets/d/1NtmKluswM9M-TvXK8Aey0W5-knV40qop/edit?usp=share_link&ouid=111998943316499835215&rtpof=true&sd=true>
  + HES Committee
    - New conference image drafted here: <https://www.canva.com/design/DAE5rhjPjGI/A7pVACtEMIVc3CtZopylZg/view?utm_content=DAE5rhjPjGI&utm_campaign=designshare&utm_medium=link&utm_source=homepage_design_menu>
  + Working on a nomination to submit to PH / Awards Committee
  + Request to please submit any monthly meetings, volunteer requests, or other engagement opportunities on the closed MNSOPHE membership group on Facebook
  + Website is set to renew June 9th. Question for Katie on the credit card that is being used. Does this need to change? My guess is this was still Cherylee’s credit card. The amount charged will be $1224.
* **Advocacy Report- Lauren - Welcome back! :)**
  + Advocacy Priorities for 2023
    - 9 responses from survey and through committee meetings we’ll determine areas to focus on
  + Advocacy Committee Meeting: First is 5/31/23
    - Bi-monthly meetings
    - 2023 Zoom Calendar, do we have this or need to make it?
  + Voting and Health
    - Monthly meetings, next is June 6th.
    - The Democracy for the People Act passed, and I’m attending ameeting with We Chose Us next week to understand their next steps and how the voting and health workgroup can play into it.
  + Katie-Tobacco
    - Met with student reps and coalition members and will do so regularly to complete the activities outlined in the contract.
  + Connect with Taylour regarding Zoom and Canva login
* **President’s Report –Liz**
  + HES planning committee
    - attending and participating
  + MPHA planning committee
    - attended for Jean as MN SOPHE rep on Monday, March 20
    - Reviewing and helping with sub-competencies for CHES/MCHES
  + Coordinating year-round board recruitment process after board meetings
  + Joined Katie with meeting with ALA for flavors ideas and priority areas
  + Plan to assist with bylaws/policies and procedures consolidation
  + Plan to participate in advocacy committee
  + Next meeting: June 16

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

* <Anyone can add good news to this - Professional or personal related>

**7.  Adjournment**

|  | **2023** |
| --- | --- |
|  |  |
| President | Liz Heimer  [heimerliz314@gmail.com](mailto:heimerliz314@gmail.com)  507-848-7613 |
| President Elect | Lindsay Nelson  [lindsaymnelson1@gmail.com](mailto:lindsaymnelson1@gmail.com) or [lindsay.nelson@state.mn.us](mailto:lindsay.nelson@state.mn.us)  218-591-3866 |
| Past President | Mary Kramer  [mary.kramer-1@mnsu.edu](mailto:mary.kramer-1@mnsu.edu)  (614) 208-7115 cell |
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| 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



POSTER

