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| ***MN SOPHE***  ***Board Meeting Agenda/Minutes/Summary*** | |
| **Date:** April 12, 2019 | **Time:** 10-11:30 am |
| **Location:** Go To Meeting/Phone | |
| **Attending:** Joe Visker, President; Mary Kramer, Communication Chair; Suzanne Driessen, President Elect; Liz Heimer, Membership Chair; Jessica Tilson, Student Representative; Judith Luebke, National House of Delegates; Pat Steig, Advocacy Chair; Jean Streetar, Secretary | |
| **Absent:** Karl Larson, Past-President; Kelly Kunkel, Continuing Ed Chair; Cherylee Sherry, Treasurer | |
| **Facilitator:** Joe Visker | **Recorder:** Jean Streetar |
| **Meeting Objectives:** | |
| **Minutes Approved:** | |
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| **Agenda Item** | **Discussion** | **Person assigned** |
| Approval of agenda and minutes | Meeting was called to order at 10:09 am. No additions to the agenda.  No minutes for Feb. No meeting was held in March.  New Secretary: Jean Streetar |  |
| Old Business   1. Membership Survey 2. 2019 MN SOPHE Summit Planning | 1. Jessica provided an overview of the Membership Survey. Twenty-five people responded, mostly professionals. Highlights from the February survey were: people are enthused and want to be connected; they liked the summit and would like ways to be connected beyond the summit; would also like the summit to be held near the Metro area; liked the email list serve and want to know more about how to send information; would like a student mentor program; and shirts or other swag. Other ideas for enhancements: communication about what the MNSOPHE committees in order to get others involved and more coverage through social media. Jean commented that the U of M School of Public Health has an established mentor program and St. Kates will be developing a public health mentor program. Joe added that mentoring is on the national radar and so there may be a tie- in with the Future Leadership program.  2. Planning for the 2019 Summit is underway. Suzanne reported from the first meeting: Date is set for Oct 24 at Gustavus. Ideas for session or theme include: Art in Health; interactive sessions; research; and poster session. Questions came up about sponsorships and donations and the need for a 501.C3 status. Suzanne will check with Cherylee on 501.C3. Regarding poster session(s), Joe added that this would be a great opportunity for students to present their work in a smaller venue and/or for professional to display their work if they cannot attend a national conference. Joe is willing to set up a process to review and accept poster abstracts. Suzanne will send an email for the next planning meeting. | Jessica and Mary  Suzanne, Joe- poster session, Cherylee- 501.C3 status |
| New Business  1. 2019 SOPHE Conference  2. Webinar  3. Advocacy Rank and Discuss  4. News and Views Chapter Article | 1. Those who attended the national conference in Salt Lake City provided comments: Joe reported on New CHES requirements for 5 credits of continuing competencies for credential renewals. How the assessment or testing process will work is still in development. There is also a call for electronic tracking of Continuing Ed credits. Mary attended the National Delegate session for Judith. She found value in hearing from other chapter reports. There is funding available for assisting chapters with local projects. Mary also thought it would be worthwhile to check into ways we can raise funds to help board or interested chapter members to attend the national conferences. Pat attended the chapter development session and learned about a tool kit that is provided on line. Judith and Mary have accessed this tool kit. Joe is on the 2020 national conference planning committee to be held in Atlanta.  2. Mary and Liz are developing a webinar format. Thus far they have been approved for a May webinar worth 1.5 CHES credits. Providing these opportunities becomes a member benefit and may attract more new members. The chapter is charged $2 per credit provided. It is suggested that MN members would be free and non-members pay $6. The goal is to eventually offer the webinars on a quarterly basis. There are about 180 CHES or MCHES people in the state and not all are MNSOPHE members. The topic for the May session will be on Tobacco Advocacy with Liz and Mary presenting. They still need a facilitator for intros and questions. Other discussion: Future topics- health disparities, workplace wellness. Connect with other chapters who provide webinars. Send request to other faculty members for professional development opportunities. Post webinar information on national website for others to attend.  3. Pat requested aggregate responses from the membership survey for resolution topics. Support for the Health Access legislation and Local Public Health funding were two topics that seems to gather interest from members. Pat also requested the names of people who responded on the survey that they are interested in advocacy. Jessica and Joe will assist in getting this information. Pat attended the national advocacy meeting in Oct 2018 which covered Changing Health for Vulnerable Populations. For 2019 the theme will be on opioids. Regarding resolutions: Pat provided an overview of MN progress for tobacco legislation. Although the session is not complete-most of the support for Tobacco 21, clean indoor air act and extended funding for the quit line have come from the house committee vs support from the senate. Thus far the health-related legislation that has past is for hand-free driving to reduce distracted driving. There are 31 cities or counties that have adopted Tobacco 21 laws. Pat discussed possibilities for expanding MN SOPHE resolutions. Currently one formal resolution for tobacco legislation has been adopted by the chapter. National SOPHE has multiple resolutions. Does the local chapter want to adopt similar national resolutions? Pat will explore how other organizations adopt resolutions. Joe commented that the resolution topics and experts could be incorporated into the quarterly webinar format previously discussed.  4. Judith has drafted an article for the national News and Views newsletter. The information will highlight the accomplishments of the reactivated chapter accomplishments. Request made for reviewing the information and photos. There is a 300 word limit to be turned in by April 24. The final article can also be used by the chapter on the website in in social media posts. | Attendees  Mary and Liz  Pat, Joe and Jessica- survey information  Judith, board member review |
| Reports   1. President 2. President-Elect 3. Student Rep 4. Treasurer 5. Advocacy 6. National Delegate 7. Membership/Communications 8. Continuing Education | 1. No further updates  2. No further updates   1. None 2. Absent-report to be sent 3. No further updates 4. Mary covered the national conference for Judith. Mary suggested that for 2019 there be a summary of the national conference that can be shared with the chapter.   7. Mary and Liz reported that membership renewals are in process. Current membership is 80 members (about half are students). It is one year since the website launched. Mary is keeping up with Facebook posts and would like other promotions. Introduction of the youth tobacco advocacy group has been posted. She has class contributions that will be added this month. Joe asked about the process for job postings on Facebook.  8. Joe will follow up with Kelly. |  |
| Good of the Order | Thanks for the “cute puppy” moments from Judith and Liz!! |  |
| Adjourn | Meeting Adjourned at 11:10 am |  |
|  | Meeting schedule: 2019 schedule, 2nd week of the month 10-11:30 AM.  Dates: February 9, March 8, April 12, May 10, June 14, July 12, August 9, September 13, October 11, November 8, December 13, 2019 |  |

***Board Meeting Summary*:**

**For past minutes, see our website:** <https://mnsophe.wildapricot.org/>

**February member survey results are in!**

**Thank you for sharing your views.** There were 25 completed surveys with some of the following highlights:people are enthused and want to be connected; they liked the summit and would like ways to be connected beyond the summit; would also like the summit to be held near the Metro area; liked the email list serve and want to know more about how to send information; would like a student mentor program; and shirts or other swag. Other ideas will be used to shape future plans and summits. Mary Kramer and Jessica Tilson led the member survey.

**Save the date for the next MN Summit on Oct 24, at Gustavus**

Plans for the 2019 MNSOPHE Health Education Summit have begun. Join the planning committee, send ideas or suggestions to Suzanne Driessen, [driessen@umn.edu](mailto:driessen@umn.edu) . Ideas for 2019 session or theme include: Art in Health; interactive sessions; research; and poster session.

**National SOPHE reflections**

Chapter members were able to attend the April National SOPHE Conference in Salt Lake City. Reflections included the value of hearing about the work of other chapters; chapter tool kit overview; and certification requirements and tracking for CHES and MCHES. Joe Visker is on the national conference planning committee for 2020 to be held in Atlanta.

**Webinar planning**

MN SOPHE would like to offer members webinar opportunities. The first webinar on tobacco legislation will be coming in late spring or early summer. Topics ideas, speakers, and those interested in facilitating can be sent to Mary Kramer [mary.kramer-1@mnsu.edu@mnsu.edu](mailto:mary.kramer-1@mnsu.edu@mnsu.edu) or Liz Heimer [sopheminn@gmail.com](mailto:sopheminn@gmail.com) . The goal is to provide quarterly webinars in the future.

**News and Views**

There has been much accomplished in the first year of MN SOPHE! The list has been captured by Judith Luebke in an article to be sent to national SOPHE for the News and Views newsletter which highlights various chapters across the county. The final article will be shared on the MN SOPHE website.

\*\*The MNSOPHE Executive Committee meets the second Friday of the month, 10-11:30 AM via technology. Meeting are open to all members. Contact President Joe Visker, [joseph.visker@mnsu.edu](mailto:joseph.visker@mnsu.edu) for meeting notices. Next meeting date is May 10.