



*Minnesota Hospital Association*

# **2023 MHA Strategies for Administrative Professionals Conference**

**July 28, 2023**

**8:30 a.m. - 3 p.m.**

**Amhurst Wilder Foundation**

**451 Lexington Pkwy N**

**St Paul, MN 55104**





## About the conference

This hybrid event will provide MHA member administrative professionals with inspirational messages as well as training on relevant topics. Attendees who participate in the entire conference will receive an education certificate.

## Fee and registrations

### Early bird pricing (before June 23, 2023)

\$199 for MHA members

\$350 for non-MHA members

### After early bird pricing (after June 23, 2023)

\$299 for MHA members

\$450 for non-MHA members

## Location

Amhurst Wilder Foundation  
451 Lexington Pkwy N  
St Paul, MN 55104

## Questions

Please contact Heather Harmer, director events and education, if you have any questions.

## Schedule of events

Friday, July 28th, 2023	
8:30 – 9 a.m.	Registration and breakfast
9 – 9:15 a.m.	Welcome <b>Speaker:</b> Sarah Bohnet, MHA
9:15 – 10:15 a.m.	Opening message <b>Speaker:</b> Mark Mayfield
10:15 – 10:30 a.m.	Break
10:30 a.m. – 12 p.m.	Topics: The empowered assistant, self-leadership, priority management <b>Trainer:</b> Peggy Vasquez
12 – 1 p.m.	Lunch and networking
1 – 3 p.m.	Topics: The empowered assistant, self-leadership, priority management (part 2) <b>Trainer:</b> Peggy Vasquez
3 p.m.	Adjourn

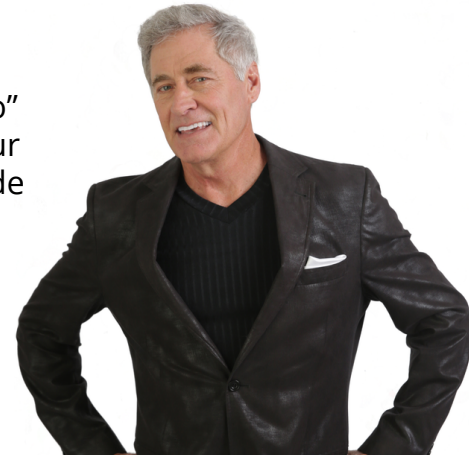


## Speakers

### Opening message: MORPH (Managing Change)

#### Mark Mayfield

Mark is author of several business books including his latest “Morph”, a guide to accepting and managing change, and has spoke to a “Who’s Who” list of corporations, conventions, and trade associations over the past four decades. He was raised on a farm, received two degrees magna cum laude from Kansas State University, and taught school before he began his lobbying, business, and speaking career.



#### Session description

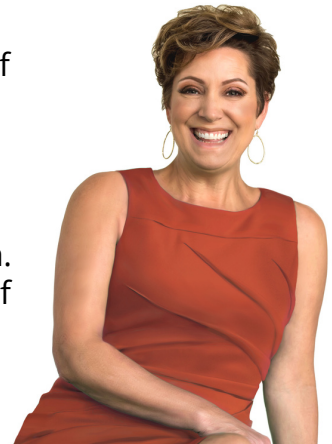
This is a humorous approach to a very serious subject and emphasizes that creativity is the key component in managing change. Learn change theory and creative exercises in this upbeat, fast paced program that will leave you laughing and with enhanced change management skills.

### Energy management, self leadership, and critical thinking practices

#### Peggy Vasquez

Vasquez began her career as a receptionist and worked my way up to a Chief Executive Assistant. She retired early from that position in January of 2020 and is now a fulltime inspirational speaker, empowerment coach, and bestselling author.

Vasquez is the author of two books: NOT Just An Admin! and Mean Girl No More. Available on Amazon and her website in paperback and kindle version. She has been actively involved in her community, including: past president of women helping women, founder and past president of the administrative professionals of tri cities.



#### Session description

Peggy's trainings are so packed with valuable information, we had to break it into two sessions! This session will focus on discovering the unique value you bring to your organization, identifying what leadership looks like in your role, finding empowerment, maintaining motivation and determination, and developing a growth mindset.

