



KPHA BOARD MEETING

Mission: Promoting and Improving Population Health in Kansas

Roll call: 21 Present: 17

Name	Jan 23	Feb 13	Mar 20	Apr 18	May 15	Jun 19	July 17	Aug 21	Sep 18	Oct 9	Nov 20	Dec 18
Erica Anderson	X	NP	X	NP	X	X	X					
Jack Brown	NP	NP	NP	X	X	X	NP					
Molly Brown	NP	NP	NP	NP	NP	NP	X					
Cristi Cain	X	X	X	X	X	X	X					
Daniel Craig	X	X	X	X	X	X	X					
Gianfranco Pezzino	X	X	X	X	X	NP	X					
Megan Foreman	X	X	X	X	X	X	X					
Debra Kellison	NP	NP	X	X	X	X	NP					
Gary Martin	X	X	NP	NP	NP	X	X					
Robert Moser	X	X	X	X	X	X	X					
Kaitlyn Perry	X	X	NP	X	X	X	NP					
Michelle Peterson	NP	X	X	NP	NP	X	X					
Joey Platt	X	X	NP	X								
Travis Rickford	X	X	X	NP	X	X	X					
Mary Schwartz	X	X	X	X	X	X	X					
Michael Showalter							NP					
Brandon Skidmore	X	X	X	NP	NP	X	X					
Pam Smith	X	X	X	X	X	X	X					
Sandy Snook	X	X	X	X	NP	NP	X					
Miranda Steele	X	X	X	NP	X	X	X					
Mark Thompson	X	X	NP	NP								
Becky Tuttle	X	X	X	X	X	X	X					

Fatima Rahman					X	NP	X					
Guests	Ruaa (GRA, Assn Manager), Tanya Dorf Brunner (OHK)	Ruaa (GRA, Assn Manager)	Ruaa (GRA, Assn Mgr), Michael Showalter	Ruaa (GRA Assn Mgr)								

Date: July 17, 2017

Time: 10:00am

Location: Salina Public Library

Technology Center Conference Room

301 W. Elm Salina, KS 67401

Conference Call

(866) 410-0240, Code: 3470506293

Quorum: Yes

Agenda Item	Facilitator	Notes & Meeting Actions	Outcome
Call to Order	Bob	Meeting called to order.	
Determination of quorum	Miranda	A majority (81%) of the Board of Directors, with 17 of 21 Board Members present.	Quorum determined
Agenda	Bob	Request for additional agenda items. There were none.	-
Approval of Minutes	Miranda	1. Brandon motioned to approve the June 2017 Board meeting minutes; Pam seconded the motion. a. Motion carried - No abstainers or dissenters.	Minutes from previous meeting were approved.
Announcements and Sharing	Board	1. Becky Tuttle – The deadline is July 31 for award nominations. Bob encouraged everyone to look at the award categories and consider nominating a deserving individual or organization.	

		<ol style="list-style-type: none"> 2. Becky – National Public Health Thank You Day is Nov 20. We had our first planning meeting in SG CO, and we should start thinking about what we are going to do statewide. 3. Christi – KDHE will have its PHAB accreditation site visit. Aug 24-25. 	<p>Becky, Travis, Ruaa, Bob, et al to consider NPHTYD activities for KPHA</p>
Treasurer's Report	Cristi	<ol style="list-style-type: none"> 1. Reviewed the financial report. <ol style="list-style-type: none"> a. Net income and loss – pleased with how things are going this year re: funding. b. Uptick in membership dues paid in June. c. Line 47, debit of \$500 – something we've been talking about for a while. We're correcting a clerical error with conference registration. d. MINK – contributions are under "other sponsorships" – Correcting discrepancies between our records compared to Support KC (SKC). e. Line 6270 – re: staff travel – This is where SKC coded Megan's airfare for AHPA conference, so should we create a AHPA line item? Bob – it would be clearer to have it delineated, or even just "officer expenses." f. Line 6680 - \$40 in June, this is our annual fee to Sec. of State to maintain 501c3 status. SKC can create category for this. Yes, under operation expense so it's easier to identify where that comes from and it won't get lost as an obligation. g. Support KC shows our net loss is down. h. We have had several attempts of scammers posing as the Board President – phishing, trying to access funds. Wanted to let you know this is going on...they are also targeting me as treasurer, but if you receive any, let me know. Working with KUMC to investigate. 2. We've been asked by Kansas Public Health Workforce Coordinating Council, who wants to offer incentives for participation, to have us purchase gift cards through KPHA. They're already making a contribution to us, but if they send us the money for the gift cards, it would not be an additional cost to KPHA, only Cristi's time. Gary noted that we might have to track each gift card and who it was given to. 3. We are switching bookkeepers at Support KC. Adam Sullivan will be our new contact. 	-

President's
Report

Bob

1. Legislative tracking information – We've had good results from working with Oral Health Kansas this year. Would like to get feedback from the Health Policy Cmte on how they thought it went; was it a value? We contracted with them at a cost of \$500 for bill tracking. We will get input and bring this back to the board as we approach fall.
2. ASTHO issued an overview on federal policies. Congress is postponing the vote on the repeal act. Bob will get a copy to send us and asks that we reach out to congressional delegation.
3. A copy of the Bylaws and proposed edits was emailed to the Board. We looked for items that were outdated.
 - a. Comparison document shows what was changed from the original.
 - b. Ex-officio included in classes of membership; Identifying ex-officio members of the BOD, people with previous experience as president or in leadership position with APHA – we created a new individual member who can serve in this position.
 - c. We need to eliminate the Institutional category.
 - d. Associate members – would not be eligible for an elected position on the board.
 - e. Article 4 addressed the value of succession as we move up the leadership roles. One way to look at this is to start with the secretary, which would become an elected position instead of appointed. Treasurer we left as elected. It takes a while to get comfortable (2 years); wouldn't mean they couldn't run for secretary position.
 - f. Section chairs are elected by their sections annually, but we want to change this around because this usually happens at the annual meeting. Not everyone is able to be at the annual meeting and it's up to them to get support. We want to move this up to the same time of year when we have other BOD positions on the ballot. But only the section members can vote for the section chairs. Ballot only goes to those in good standing.
 - g. Article 5 – because we don't have a formal position of ED, only a manager, thought we would make changes to the contractual services section. Authority to sign checks on behalf of the KPHA BOD.
 - h. Article 6 – section 2 is new – KPHA President, Pres-Elect shall be current members of the APHA. This has to do with the succession planning.
Section 6 re: resignation, if a BOD fails to attend two meetings without an

excused absence...Sometimes this resignation occurs due to job responsibilities. We had someone this year who was dropping their membership and wanted monies reimbursed...we are not going to have a clause about resignation as a KPHA member. If you leave the state, you are still a member of ours until EOY; we don't reimburse dues.

- i. Travis made a comment about making the board member aware well in advance if there was a risk for being dismissed from the Board. Bob said the group would consider that.
 - j. Duties of each officer – review these details.
 - k. Article 9 – lists our sections and standing committee. We should include a Student section. Advocacy is a standing committee, so they are not listed in Sections. There is a difference between standing committee and section. Note delineations.
 - l. If a section has an opportunity to secure funds that support the activities of the section, we want to make sure this activity is sanctioned by KPHA.
 - m. No need for standing committees to require a quorum since decisions are made at the BOD level.
 - n. Bob will make our changes, send to BOD members and give them a week to respond. We will prepare the bylaw changes in a format that we can bring before membership at the annual meeting for approval.
 - o. Bob thanked members of the Bylaws work group for their successful review, research and editing.
4. August BOD meeting will be on 8/21 at JCDHE in Olathe.

Affiliate Representative to Governing Council (ARGC of APHA)

Megan

- 1. Thank you to Ruaa for getting our annual report submitted to APHA.
- 2. APHA sent out a call for requests for the APHA president to come to the states and visit with affiliates. We've had two presidents visit in the last couple years (Jones and Quade). The current president is interested in workforce development and non-traditional partnerships. Can we reserve a space at our annual conference, or is there another opportunity for APHA to come to KS? Erica – currently we don't have an open slot, but we can do something in the evening before the conference kicks off. Maybe add a town hall event? If we wanted to do a lunch session, we could.
- 3. Council of Affiliates – in the past, KPHA has donated \$50 to the reception, and last year we donated \$100 because Eldonna was the chair. There is another call

- 1. Megan and Erica to work on the invitation to APHA president.

for donations. Is the board interested, and if so, how much? Gianfranco motioned, Bob sectioned for the \$50 donation.

Standing Committee Reports

Public Health Policy & Advocacy	Kait	1. Bob will send federal summaries to the board after the meeting. Kait was unable to join us.	1.
Communications	Travis	1. The quarterly Newsletter was published. If there is anything you'd like to see for the next one, let me know.	
Awards	Becky	1. Provided her report during Announcements & Sharing.	
Conference Committee	Erica	<p>1. We are ahead of schedule in preparing for the Annual Conference. The brochure will go live soon (online) and our registration process will launch no later than August 1. We will be looking at adding the APHA president to a lunch session.</p> <p>2. The last two years we've talked about new poster boards. It will cost about \$3,000 in upfront costs, and we won't have to buy them again anytime soon. WSU will be able to store and transport them for us as part of current services. This would be a good investment. The Board can consider this purchase. Erica said they are the same size, but are not the foam boards and won't get dented. These will fold in half and are made to do so, come with clips, so we would not be clipping them with large paper clips like in the past. Would still be on the tables like current boards. Are there adequate reserves? Cristi said yes. We have 48 posters to be presented this year. Megan motioned, Miranda seconded. No dissenters.</p> <p>3. We've talked about developing a robust social app for the conferences. We've been looking at different conference apps. James (WSU) emailed her three options. She described each of the three and recommended the last one that is more compatible in terms of features, is interactive and available for 1 year after the conference. They had this at APHA last year, and Travis noted that he still refers to it. It has a place where you can write notes. Have we established what our cost per conference attendee will be? For the individual that will attend the conference, have we increased that amount at a level to offset the cost of the app? We are also charging for the KPHA Run/Walk. We would save the cost of printing off the brochure. We need to have someone available to help people</p>	<p>Erica to have the new poster boards ordered.</p> <p>Erica to lead the purchase and promotion of the conference app.</p>

download the app and assist with the features. Gary motioned to approve; Travis seconded. Motion carried.

Section Chair Reports

Emergency Preparedness	Gary	<ol style="list-style-type: none"> 1. KDHE has mailed new preparedness grant contracts for the FY17/18 grant year that began on July 1, 2017 to all participating Kansas health departments. As of Friday, they hadn't received back many signed contracts. 2. I communicated with the leadership of the Kansas Statewide Health Care Coalition Steering Committee. There is a statewide meeting scheduled for July 23rd, and the 24th to figure out what the future of the statewide committee is and what it can do to help regional health care coalitions as they move forward in this new 5-year grant cycle that began on July 1, 2017. I am representing KPHA on the statewide steering committee and will continue to report on these activities. 3. We are beginning to see some retirements of key public health preparedness figures in Kansas. Gay Hall, Preparedness Division Director with the Wyandotte County Public Health Department retired on June 30, 2017. The same thing is happening on the HPP side, with Sue Cooper, North Central Kansas HCC Coordinator retiring June 30. 4. Hospitals supporting public health preparedness – for next grant cycle, the state is not allowing contracts for state healthcare coalitions to go toward f501c3s, but that's the direction the feds want us to go. SEK already has this contract.
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Oral Health	Pam	<ol style="list-style-type: none"> 1. KDHE has combined the BOH with BHP. Dr Taylor is now director of oral health within BHP. 2. OHK is offering grants for developing community coalitions. 3. HRSA has proposed Title V MCH block grants; reducing number of performance measures but putting them under community populations. If you have time to review and feel the need to make phone calls, please do.
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Research & Evaluation	Molly	<ol style="list-style-type: none"> 1. We are reengaging with the Research & Evaluation section and have a list of KPHA members who are interested in joining it. My classes had been on Mondays, but now I can attend KPHA meetings. 2. Next steps include checking into what KALHD and KHI are working on for engagement in those research and evaluation projects.
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Tobacco/Mental Health	Daniel	<ol style="list-style-type: none"> 1. Chronic Disease Alliance of Kansas – We have survey results from our look into to why people are members of CDAK, and as a result, we realigned to have 3 committees. 2. KPHA Walk/Run at Conference – The challenge this year is less daylight compared to last year’s conference date; recommend we start the conference at 8am and end at 4:30pm to make it easier to start the run at 5:30pm. Erica said there are no issues in changing these hours to start early. No objections from the board. Secondly, I emailed out a contract from the Manhattan Running Company – virtually the same as the contract we had last year in Wichita. The second page covers the main items for review. The only question to the group is whether we wanted to use the WSU platform to register. Two options – we can use the WSU platform again but develop better language; or, have MRC create the platform for us with a cost. Lastly, the entry fee amount, we donated the fees last year because we had sponsors. Do we want to keep the funds this year? This year we do not have a sponsor. Finally, we look into renting a bus to transport participants from hotel. Would everyone use the bus? Engage section members – Daniel wants the board to approve competition among sections. Sunflower could donate gym bags to the winning section.
Infectious Disease	Mary	<ol style="list-style-type: none"> 1. Mary sent her report via email: The hot topic for Infectious Disease this month is Measles. In addition to the initial case reported in Butler County about 2 weeks ago, a new case has now been reported in Sedgwick County over that past couple days that has been identified as a contact to the first case. Local and state health departments are working together to identify further contacts for measles risk assessment.
Community Health	Sandy	<ol style="list-style-type: none"> 1. The Community Health Worker definition used by APHA has been adopted by the KS CHW Coalition. 2. The Heartland Conference on Health Equity and Patient Centered Care – Oct 17-18 in Overland Park.
Website	Ruaa	<ol style="list-style-type: none"> 1. We have new bios up for Michael and Fatima. 2. Awards page is updated.
Membership	Michael	<ol style="list-style-type: none"> 1. N/P
Environmental Health	Jack	<ol style="list-style-type: none"> 1. N/P

Administrative	Debra	1. N/P	
Student Voice	Fatima	1. Most students are on vacation. Still working to get student advocacy going for 2017-2018. I am following up with a couple students to set up a meeting.	1.
Other Voices	Board	1.	
Other Business	Board	1.	1.
Adjourn		The President adjourned the meeting.	Adjourned

Board meeting adjourned: 12:20 am

Next meeting:

8/21/17, 10AM-Noon

Johnson County Department of Health and Environment

Room 1015

11811 S Sunset Dr., Olathe

Conference Call

(866) 410-0240

Code: 3470506293

2017 Meeting Schedule

Date	Time	Location
1/23	10AM – 12PM	Kansas Health Institute Little Bluestem Room 212 SW 8th Ave #300, Topeka, KS
2/13	10AM – 12PM	Conference Call
3/20	10AM – 12PM	Sedgwick County Health Department Large Conference Room 1900 E 9th St N. Wichita, KS 67214
4/18	9:30 AM to 11:30 AM (Before MINK Meeting)	University of Kansas Edwards Campus 12600 S Quivira Rd, Overland Park 66213 Room BEST 320
5/15	10AM-12PM	Johnson County Department of Health and Environment Room 1015 11811 S Sunset Dr., Olathe
6/19	10AM – 12PM	Medical Society of Sedgwick County Leadership Room

		1102 South Hillside St Wichita
7/17	10AM – 12PM	Salina Public Library Technology Center Conference Room 301 W. Elm Salina, KS 67401
8/21	10AM – 12PM	Johnson County Department of Health and Environment Room 1015 11811 S Sunset Dr., Olathe
9/18	10AM – 12PM	Topeka Shawnee County Library Marvin Auditorium 101A 1515 SW 10th Ave., Topeka
10/9	2:00 PM to 4:00 PM (Before the Conference)	Manhattan Location TBD (Conference is Oct 10-11)
11/20	10AM– 12PM	Johnson County Department of Health and Environment Room 1015 11811 S Sunset Dr., Olathe, KS
12/18	10AM – 1PM	Lawrence location TBD

Minutes submitted by: Miranda Steele, KPHA Secretary

August 7, 2017

X *Miranda Steele*
08/21/17

Miranda Steele
KPHA Secretary

X Robert Moser, M.D
08/21/17

Robert Moser, MD
KPHA President