

Cynthia Snyder	X	X	X	NP	X	X	NP	X	NP	X	NP	NP
Ron Starbuck			X	X	X	NP	X	X	X	NP	X	X
Miranda Steele	X	X	X	X	X	NP	X	X	X	X	X	X
Becky Tuttle	X	X	X	X	X	X	X	X	X	X	X	X
Guests	Ruaa (GRA, Assn Manager); Erica Anderson (Conference Chair); Autumn Nance (YMCA Intern)	Shirley Orr; Ruaa Hassaballa (GRA/Assn Mgr)	Ruaa (GRA, Assn Mgr), Tanya Dorf Brunner (OHK), Ty Kane (WSU), James Brewer (WSU), Christy Cubbage (SKC).	Ruaa Hassaballa, GRA (Assn Mgr), Erica Anderson, James Brewster (WSU)	Ruaa Hassaballa (GRA, Assn Mgr), Erica Anderson (Conf Chair), Nikki Keene Wood (WSU, Awards Cmte)	James Brewster, WSU Conference Planning	Michael Arnold, new GRA; James Brewster, WSU		Erica Anderson, Conf Chair; James Brewster, WSU	Michael Arnold, Mgr/GR A. James Brewster, WSU.	James Brewster (WSU).	Lori Hasket, Ks Bd of Rx and incoming KPHA Treasurer.

Date: December 17, 2018

Time: 10AM

Location

Kansas Health Institute
 212 SW Eighth Ave., Suite 300
 Topeka, Kansas, 66603
 Conference Call (866) 410-0240, Code: 3470506293

Quorum: Yes

Agenda Item	Facilitator	Notes & Meeting Actions	Outcome
Call to Order	Becky	Meeting called to order.	

Determination of quorum	Miranda	A majority (71%) of the Board of Directors, with 17 of 24 Board Members present.	Quorum determined
Agenda	Becky	Request for additional agenda items. 1. None	
Approval of Minutes	Miranda	1. Brandon motioned to approve the October and November meeting minutes. Michelle seconded. a. Motion carried - No abstainers or dissenters.	Minutes from the October and November meetings were approved.
Announcements and Sharing	Board	1. None.	
Treasurer's Report	Cristi	1. Reference: Management Reports in Board packet: November. a. Cristi and Lori (incoming Treasurer) met with Support KC to discuss the transition. Assets are up more than \$2,500 this time last year. Discussion of the Gov's PH Conference and involvement of KPHA, impact to financial statements. Membership dues are up compared to this time last year. Cash at the end of the November 2018 reporting period: \$123,872.32.	
President's Report	Becky	1. 2018 Successes – Strategic Planning/developed with a consultant; PH 3.0; Lt. Governor Candidates at Annual meeting; Marketing materials developed; KPHA representation on the Alliance for a Healthy Kansas; merchandise sold at conference; Leadership training opportunities through KLC. 2. GRA transition - ensuring office support for the association; Cristi spoke about process: we have 3 options for moving forward – need short-term option decided today. 1 st : Support KC to take over office management in addition to accounting and website management; awaiting bid from them. 2 nd : WSU, requested a bid for them to take over just the office support, and another bid for them to take over all activities such as those conducted by SKC; 3 rd : KSU submitting bid, but in the meantime, KSU has agreed to let a graduate student serve	1. Michelle, Brandon, Lori and Becky will review SOW, bids and develop a set of options to present to the Board.

as GRA until we find a permanent solution. Heather Poole, our Student Voice Chair, has agreed to serve in this role until May when she graduates. Cristi recommended we move forward with this short-term option with KSU GRA. Becky recommended that Michelle and others review the bids and present recommendation to the Board. Total budgeted for Accounting/Web (\$7,000/yr) and Office Management (\$9,500/yr). Gianfranco stated that these decisions should not solely rely on financial/budget aspect, but a partnership that lends itself to strengthening the organization. Gianfranco is puzzled in the abrupt way KUMC pulled out of the organization/GRA role. It was reported that Tanya did not want to be involved personally, and even though the contract is with KU (not Tanya), we elected to give other organizations the opportunity to be involved. Michelle recommended that KPHA speak with Dr. Choi at KUMC about the transition, and Becky will reach out to him. Brandon commented that other disciplines besides PH (e.g., Nursing, Health Sciences programs) should be outreached to for the GRA/Student Voices role to be similar to an internship where we pay for their mileage and other expenses to be involved in KPHA. Daniel asked what other models we'd like to consider from our sister organizations in other states. Megan said there is variety of models and we'll learn more by reviewing the tasks that we need accomplished. Michelle said we might look at other associations in Kansas, and those have executive directors and even a part-time advocacy role. Sonja – our peer associations have staff, and this would be an important direction to go. Megan – worries about opening it up without the university staff's (advisor) involvement in the board due to the learning curve. Michelle commented on the value of our Accounting being managed by Support KC. Becky – we have several viable solutions, and depending on cost, we'll need to pare down the list of options and make a decision as a small group based on all of the input shared today.

- a. Denise motioned; Cristi seconded on KSU GRA serving in the association office manager role until a permanent solution is in place. Motion carried - No abstainers or dissenters.

2. The board voted in favor of a KSU GRA serving as association manager during the transition between KUMC MPH and the selected organization.

3. Strategic Plan – Becky has scheduled a meeting Thursday at 10am to finalize the plan for 2019.
 4. Ex officio Officers – Sonja and Eldonna are interested in this role, as well as Erica. Becky proposes that Erica be the 3rd officer.
 - a. Megan motioned and Michelle seconded to approve these three Ex Officio members.
 5. Storage of KPHA materials from KUMC – Michelle and Cristi both have content/records in their offices. Cristi contacted SKC which said they did not have room to store these items for us. Some documents have retention requirements to have in hard copy. All material will be moved to the same location. Gianfranco said he could ask KHI if these items can be stored here. Need a cloud solution.
 6. Eldonna – Background: JO Co. government regularly facilitates interns. A recent applicant is a MPH student at MU, entering a capstone project, does not meet the criteria of a JOCO intern. Eldonna has a project in her division but it will not be enough hours. This student did work with the OK public health association in a previous internship. Eldonna asked her if she would be willing to split time between JOCO and KPHA. She would be able to attend board meetings with us. This would be no cost to KPHA. Becky - One option for a project is a student membership marketing plan. Michelle – we need support for membership growth altogether.
 - a. Miranda motion, and Ron seconded.
 7. OHK Legislative Contract – Christi: OHK has previously conducted legislative monitoring for KPHA and supported testimony submission. \$5,000/yr for this contract. They have a separate tracking sheet for KPHA including all PH issues.
 - a. Michelle motioned to continue partnership with OHK and Megan seconded.
 8. Communications chair – Discussion of replacement for Travis who is stepping down due to work commitments. Michelle is working with the person who Travis recommended. Bridgett West Williams – ED at Baseline Creative; strategic planning, taxation and reporting; previous communications leadership roles at Friends University and Via Christi.
3. Sonja, Eldonns and Erica Anderson will serve in as Ex Officios in 2019.
 4. Eldonna’s intern from MU will split their time between JO. Co. government and KPHA working on special projects.
 5. Oral Health Kansas will track bills for KPHA this upcoming legislative session.
 6. Bridgett West Williams to join KPHA and serve on the board as communications chair in 2019.

		<ol style="list-style-type: none"> a. Daniel motioned that, once she is officially a KPHA member, Bridget to be named Communications chair. Denise seconded. 	
Affiliate Representative to Governing Council (ARGC of APHA)	Megan	<ol style="list-style-type: none"> 1. MPHA is busy planning next MINK meeting; to be held in KC area. Megan asked that we submit topics and themes for suggestions. KC MO Public Health Dept will be hosting. Denise stated that she has gained ideas from the APHA conference and will share with them. Megan also stated that they are looking for additional financial resources for the event. 	
Standing Committee Reports			
Policy & Advocacy	Shirley & Sonja	<ol style="list-style-type: none"> 1. 2019 Policy Platform – Sonja presented on the considerations presented to the board. Expressed appreciation to Shirley and others who contributed to the draft. <ol style="list-style-type: none"> a. Need to discuss how we are to frame our input on marijuana – Item “I” in the draft. Megan asked other affiliates for their policy stance on this topic. Rather than taking a position on the legalization component, propose PH issues that should be included in any bills (example: NJ). Gianfranco commented that KHI will present recommendations in February. Sonja asked that we invite Carlie Houchen to attend the next Board meeting. Gianfranco said that if KPHA takes a position, we need to be mindful of the individual affiliations we all have in terms of limiting the type of advocacy we can take on. Jack interjected the topic of improving environmental response of contaminated sites. Megan requested that Jack develop the language on this for the Board to review in January. Bob agrees with Jack and sees this draft as an outline/template, and also suggests that we do not remove Item “I” re: harm reduction related to marijuana. <ol style="list-style-type: none"> i. Michelle motions to support the policy priorities and positions as currently presented for 2019. Megan seconded. b. Clean-up of dry cleaning spill 	<ol style="list-style-type: none"> 1. 2019 Policy Priorities are approved as presented in the Dec. Board meeting, with adjustments to follow as needed during the year.
Communications & Website	Travis	<ol style="list-style-type: none"> 1. Thanked the Board for this experience as he leaves this role. He is interested in continuing to support the mission of KPHA and looks forward to seeing everyone at the Annual meeting. 	

Awards	Becky	1. No updates.	
Annual Conference	Erica & James	1. No report. 2.	1.
Section Chair Reports			
Emergency Preparedness	Ron	1. KDHE preparedness will not be in the PHEP process this year.	
Oral Health	Christi	1. Dental director at KDHE has not been filled; they are reopening the job posting.	
Research & Evaluation	Molly	1. No report.	
Tobacco/Mental Health	Daniel	1. The section is reviewing state-level work to expand the Quit line program. Daniel is collecting research on Tobacco Use and SUD services.	
Infectious Disease	Mary	1. No report.	
Community Health	Cynthia	1. No report.	
Membership	Michael	1. No report.	
Environmental Health	Jack	1. Water – project on private water wells has concluded. There are 15 actions recommended. Local individuals are looking at the SG Co code re: sampling wells, and this would be positive for PH.	
Administrative	OPEN	1.	
Student Voice	Heather	1. No report.	
Strategic Plan	Becky	1. Discussed during President’s Report.	
Other Voices	Board	1. Gianfanco reported during meeting that it will be Ok for KPHA to store materials at KHI. 2. Alliance for a Healthy Kansas – Holiday Cared Signing Initiative: April Holman attended the meeting as a guest. We are starting the campaign by letting legislative leadership know how important this cause is to people across the state. April presented the holiday	

cards; asked each of us to take time to write messages to be mailed to legislative leadership.

Other Business	Board	1. The next board meeting is in January – date TBA.	1.
Adjourn			1. Meeting adjourned

Board meeting adjourned: _11:45am_

Next meeting:

January TBA

Conference Call (866) 410-0240, Code: 3470506293

2018 Meeting Schedule

Date	Time	Location
1/22	10AM – 12PM	Kansas Health Institute Little Bluestem Room 212 SW 8th Ave #300, Topeka, KS
2/19	10AM – 12PM	Conference Call
3/19	10AM – 12PM	Medical Society of Sedgwick County Leadership Room 1102 South Hillside, Wichita
4/16	10AM-12PM	University of Kansas Edwards Campus 12600 S Quivira Rd, Overland Park 66213 Room BEST 320
5/21	10AM-12PM	Johnson County Government Room 1015 11811 S Sunset Dr., Olathe
6/18	10AM – 12PM	Medical Society of Sedgwick County Leadership Room 1102 South Hillside St, Wichita
7/16	10AM – 12PM	Salina Public Library Technology Center Conference Room 301 W. Elm Salina, KS 67401
8/20	10AM – 12PM	Johnson County Government Room 1015 11811 S Sunset Dr., Olathe
9/17	10AM – 12PM	Topeka Shawnee County Library Marvin Auditorium 101A 1515 SW 10th Ave., Topeka
10/1	2PM – 4 PM	Hyatt, Wichita

		(Conference is Oct 2-3)
11/19	10AM– 12PM	Johnson County Government Room 1015 11811 S Sunset Dr., Olathe, KS
12/17	10:30AM-12:30PM	Kansas Health Institute 212 SW Eighth Ave., Suite 300 Topeka, Kansas, 66603

Minutes submitted by: Miranda Steele, Board Secretary

X *Miranda Steele*

Miranda Steele
KPHA Secretary

X

Becky Tuttle
KPHA President