



Guests		Taylor Mitchell – Nomination for Student Section Chair											
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**Date:** January 28, 2019

**Time:** 10AM

**Location**

Web-ex

Agenda Item	Facilitator	Notes & Meeting Actions	Outcome
Call to Order	Michelle	Meeting called to order.	
Determination of quorum	Christi	A majority (71%) of the Board of Directors, with 17 of 24 Board Members present.	Quorum determined
Agenda	Michelle	Request for additional agenda items. 1. None	
Approval of Minutes	Michelle	1. Megan motioned to approve the December meeting minutes. Denise seconded. a. Motion carried - No abstainers or dissenters.	Minutes from the January meeting were approved.
Announcements and Sharing		1. None.	
Treasurer's Report	Lori	1. Reference: Management Reports in Board packet: January. a. Biggest expense was our payment for GRA/Association Manager to KState. Lori suggested we may want to discuss other non-risky investments to help build more income. Our CDs had \$19 and \$0.49 income. We may need to look at bylaws to make sure we can make different kinds of investments. Brandon asked if we are still waiting on some financial reports. Erica replied that we should receive the final reports in February or March from the conference. As a	

reminder, we are the grant holder for the Governors Public Health Conference.

President's Report

Michelle

1. 2019 Planning & Dates 1.
  - a. Reference: Board Dates and Call in Information in Board Packet: January.
  - b. Our bylaws require us to have monthly board meetings, but Michelle received feedback that it was hard to travel every month. This year some meetings will be via webex to provide flexibility and we will have 4 longer in person meetings focused on our strategic plan. The first in-person meeting will be February 11<sup>th</sup>. We will have board orientation and discuss the strategic plan and public health 3.0 grant. We will try to meet with legislators for those who are able to join.
2. Strategic Plan
  - a. Reference: Strategic Plan
  - b. Strategic Plan on website has not been updated since 2013. We will post one-page diagram for now of our most recent strategic plan. No objections were heard.
3. GRA Welcome – Heather Poole
  - a. Welcome Heather Poole as our new Association Manager. Heather will be with us through May and moves to this role from her previous position as KPHA Student Section Chair.
4. Intern Welcome – Paige Sharpe
  - a. Welcome Paige Sharpe as a new intern for KPHA. She will intern through December and will work mainly evenings and weekends for KPHA.
5. Administrative – electronic files
  - a. We will begin transitioning away from email document sharing and switch to using Microsoft Teams as KPHA can fill up our inboxes quickly. Board members were asked if they have any concerns with having Microsoft Teams or Dropbox on their computer. Charlie shared that their IT person doesn't like Dropbox but would support Microsoft Teams.
6. Vote for Committees- Eldonna motioned to approve committee chairs listed below. Denise seconded. Motion carried – No abstainers or dissenters.

- a. Membership Committee – Michael Showalter
  - b. Awards Committee – Nikki Keene Woods
  - c. Public Health Advocacy & Policy Committee – Co-chairs Sonja Armbruster/ Shirley Orr
7. Discussion vacant seats – The below sections still need chairs. Please be thinking of people to lead these committees.
- a. Administrative
  - b. Infectious Disease
  - c. Oral Health
    - i. Christi shared that we filled the oral health section. Vidya Anantharaman from Bureau of Oral Health at KDHE previously offered to chair this committee. Christi will send her contact information to Michelle and Heather.
8. Student Voice – vote for replacement
- a. Heather motioned to approve Taylor Mitchell as student chair. Sonja seconded. Motion carried – No abstainers or dissenters. Taylor Mitchell is student at WSU in Health Science Management program.
  - b. We will be doing electronic surveys for future board member elections.

Affiliate Representative Megan  
to Governing Council  
(ARGC of APHA)

1. MINK – Dates
- a. The regional Missouri Iowa Nebraska Kansas (MINK) public health conference is coming up. It's an annual meeting that rotates between the states. Missouri is in charge of planning this year. It will be April 12<sup>th</sup> at Kansas City Missouri Health Department. 8:30/9AM start time. For those traveling, they're looking at Crown Center for hotels and should have more information within the month. They are also looking for speaker and topic ideas. It is free to attend.
  - b. National Public Health Week is April 1 – 7. Themes are posted online.

Standing Committee Reports

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| Annual Conference | Erica | 1. Conference committee will begin meeting in February. Erica will send out email for recruitment to join this committee. They will meet an hour a month. Michelle has signed contract with WSU for | 1. |
|-------------------|-------|---|----|

consulting. We hope to meet/exceed the student number at the conference going forward.

Policy & Advocacy	Shirley & Sonja	<ol style="list-style-type: none"> <li>1. Policy Updates - Sonja               <ol style="list-style-type: none"> <li>a. 2019 Policy Platform - posted                   <ol style="list-style-type: none"> <li>i. Policy platform was approved in December and posted on website. First sentence will be edited. The committee invites you to reach out to your elected officials and introduce yourself. Remember to do this from a personal email.</li> </ol> </li> <li>b. Advocacy Day                   <ol style="list-style-type: none"> <li>i. Our strategic plan states we will do one policy activity that gets members involved annually. This year we will do a virtual advocacy day focused on Medicaid Expansion. Taylor Mitchell is going to work on a communications plan. If possible, we would like to do a couple nice graphic materials to send to members such as postcards.</li> </ol> </li> <li>c. Vote for funding                   <ol style="list-style-type: none"> <li>i. The committee is seeking up to \$1000 for graphic materials to be developed and printed for virtual lobby day. Sonja motioned. Lori seconded motion for up to \$1000. Motion carried – No abstainers or dissenters.</li> </ol> </li> </ol> </li> <li>2. The committee meets every Friday @ 4PM if you'd like to join the committee let Sonja know.</li> <li>3. Christi will send weekly policy updates from Oral Health Kansas to entire board until otherwise noted.</li> </ol>	1.
Communications & Website	Bridgette	<ol style="list-style-type: none"> <li>1. No report.</li> </ol>	
Awards	Nikki	<ol style="list-style-type: none"> <li>1. No report.</li> </ol>	
Section Chair Reports			
Environmental Health	Jack	<ol style="list-style-type: none"> <li>1. No report.</li> </ol>	
Infectious Disease	Vacant	<ol style="list-style-type: none"> <li>2. No report.</li> </ol>	
Tobacco/Mental Health	Vacant	<ol style="list-style-type: none"> <li>3. No report.</li> </ol>	

<b>Administrative</b>	Vacant	4. No report.
Emergency Preparedness	Ron	5. No report.
Oral Health	Vacant	1. No report.
Community Health	Cynthia	1. No report.
Membership	Michael	1. No report.
Research & Evaluation	Molly	1. No report.
Student Voice	Heather	1. No report.
Other Business	Board	<ol style="list-style-type: none"> <li>1. Brandon shared Michelle Ponce is leaving the Association of Local Health Departments. We should keep an eye on what happens to this position and the organization.</li> <li>2. Michelle Peterson was supposed to meet with KDHE and Michelle Ponce last week and it got moved to the 31<sup>st</sup>. Michelle will send email to board with any updates from that meeting. We plan to share our advocacy agenda with them.</li> <li>3. The next board meeting is in February 11, 2018.</li> </ol>
Adjourn		1. Meeting adjourned

**Board meeting adjourned: \_11:00am**

**Next meeting:**

February 11, 2018

Minutes submitted by: Christi Nance, Board Secretary

X *Christi Nance*

Christi Nance  
KPHA Secretary

X

Becky Tuttle  
KPHA President