



# KPHA BOARD MEETING

*Mission: Promoting and Improving Population Health in Kansas*

Roll call: 17 present

Name	Jan 22	Feb 19	Mar 19	Apr 16	May 21	Jun 18	July 16	Aug 20	Sep 17	Oct 1	Nov 19	Dec 17
Sonja Armbruster	X	X	NP	X	X	X						
Jack Brown	NP	X	NP	X	NP	X						
Molly Brown	X	NP	NP	X	X	NP						
Cristi Cain	X	X	X	X	X	X						
Kendal Carswell	X	X	X	X	NP	X						
Eldonna Chesnut	X	X	X	X	NP	X						
Daniel Craig	X	X	NP	NP	X	X						
Megan Foreman	X	X	X	X	X	X						
Tanya Honderick	X	NP	X	X	X	X						
Debra Kellison	X	X	NP	X	NP	NP						
Gary Martin	NP	X										
Robert Moser	NP	X	X	X	X	NP						
Christi Nance	X	X	X	NP	NP	X						
Shirley Orr			NP	X	X	X						
Michelle Peterson	X	X	X	X	NP	NP						
Gianfranco Pezzino	NP	X	X	X	X	NP						
Heather Poole	X	NP	NP	X	X	X						
Travis Rickford	X	NP	NP	X	NP	NP						
Denise Schuele	X	X	X	X	X	X						
Mary Schwartz	X	NP	NP	X	NP	X						
Michael Showalter	X	X	NP	NP	NP	X						
Brandon Skidmore	X	X	X	X	X	X						
Cynthia Snyder	X	X	X	NP	X	X						
Ron Starbuck			X	X	X	NP						
Miranda Steele	X	X	X	X	X	NP						
Becky Tuttle	X	X	X	X	X	X						
Guests	Ruaa (GRA, Assn Manager); Erica Anderson (Conference Chair); Autumn Nance	Shirley Orr; Ruaa Hassaballa (GRA/ Assn Mgr)	Ruaa (GRA, Assn Mgr), Tanya Dorf Brunner (OHK), Ty Kane (WSU), James	Ruaa Hassaballa, GRA (Assn Mgr), Erica Anderson,	Ruaa Hassaballa (GRA, Assn Mgr), Erica Anderson (Conf Chair), Nikki Keene	James Brewster, WSU Conference Planning						

	(YMCA Intern)		Brewer (WSU), Christy Cabbage (SKC).	James Brewster (WSU)	Wood (WSU, Awards Cmte)							
--	---------------	--	--------------------------------------	----------------------	-------------------------	--	--	--	--	--	--	--

**Date:** June 18, 2018

**Time:** 10AM

**Location**

Medical Society of Sedgwick County

Leadership Room

1102 South Hillside St, Wichita

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	Tanya	A majority (68%) of the Board of Directors, with 17 of 25 Board Members present.	Quorum determined
Agenda	Becky	Request for additional agenda items. 1. None stated. 2. Denise – Michelle continues to be on leave of absence, but is expected back July 16 <sup>th</sup> .	
Approval of Minutes	Tanya	1. Denise motioned to approve the May 2018 Board meeting minutes; Mary seconded the motion. a. Motion carried - No abstainers or dissenters.	Minutes from previous meeting were approved.
Continuing Education for Board		1. Postponed.	Jack Brown will present at July meeting.
Announcements and Sharing	Board	1. No other announcements or sharing.	
Treasurer's Report	Cristi	1. Re: June 2018 Management Report 2. First page continues to have statement addressing changes to management report presentation, which we have covered in previous meetings. 3. Online credit card payment process wasn't working properly, but that has now been addressed and is working properly. 4. Summary of assets and liabilities (page 2) – Total assets of \$165,598.03 is down by \$14,454.35 from May 2017.	

5. Page 3 of 6 – 4012 Public Health Membership: organizational dues received from Johnson County Department of Health and Environment.
6. Line 5230 – cutting board purchase.
7. Line 5224 - \$606.75 for APHA dues, which is based on membership of KPHA and is paid annually.
8. Line 6530 – cost of KPHA GRA
9. Line 6680 – flowers to Michelle and Ruaa.
10. Page 4 of 6 – membership dues are up almost \$1000 – good news!
11. Total expenses (page 5 of 6) are up a bit from last year.
12. Adam at SKC is looking at ways to better report the funds held by KPHA for the Governor’s Public Health Conference (about \$51,000). Megan verbalized support for this.
13. Cutting Board Fundraiser – Cutting boards, which are engraved with KPHA logo, were ordered for gifts. 24 had to be ordered. Could sell extras to others who may be interested (board members, membership) for a fundraiser. They were \$22/piece to produce. One month turn-around time to complete the order, so more could be easily ordered. Questions: how many to keep as speaker gifts, what to charge for the fundraiser price, how to pay? Daniel – this seems like a good idea with it being the 75<sup>th</sup> anniversary. Becky – selling at conference makes sense so people can see them. Can also send announcement to membership with picture. Sonja – suggests not holding any for future years, go ahead and sell. Other organizations providing healthy snacks may want one. Cristi and Becky suggest \$40 per piece. Christi Nance – agrees. Megan – wonders if \$75 would be appropriate with the anniversary? Discussion around if those who purchase these would qualify for a tax deduction. Becky – we will need to work SKC on payment process.
14. Eldonna – Iowa Public Health Association routinely offers t-shirts that are creative and are sold for \$8/piece. KPHA might consider doing the same. Becky – The t-shirts at Governor’s Public Health Conference are very popular. Sonja – Let’s consider keep them more general to public health as opposed to KPHA specific. Brandon suggested a student contest to come up with the design. Becky cautions that this will take time and that KPHA will have to put up the

Additional ideas/questions should be emailed to Cristi Cain.

Ad hoc committee formed and will report back at July meeting.

start-up funds. Eldonna will make a connection with the IPHA to see what they have done in the past. Megan has a potential vendor. Ad hoc committee: Heather, Becky, Eldonna, Christi Nance, Cristi Cain, Megan.

President's Report

Becky

1. Reminder to double check email and texts from Becky, especially if they are about spending money. The message may not be legitimate, so always call Becky to discuss and verify.
2. Public Health 3.0 – waiting to have Michelle back and included in the process. Brandon agrees since grant will have a July 1 start date.
3. Strategic Planning July 26 and 27, 2018 at JCDHE in Sunset Drive Office Building Room 1070/1075 (turn to the right inside the front door). A one hour planning conference call is being planned for the Executive Board and Ex-Officio members to prepare. KPHA is not able to support travel costs for board members, so we will consider is a call in option is needed. Car pool from Wichita is being planned.
4. KLC grant – need to fill spots by August.
5. Becky/Tanya - GRA interviews will be held Monday morning. There are 7 candidates from the KU-MPH program. We hope to have someone hired soon after that.
6. Megan – The ARGC needs to attend APAH in San Diego to participate in Council of Affiliates (CoA) meeting on Saturday plus three Governing Council meetings that run throughout the conference. Megan made a hotel reservation, which could be cancelled if needed. Overall cost is about \$2000. Megan is unsure if she can attend this year and asks if organization is willing/able to support cost. Eldonna and Tanya mention how important these meeting are for the affiliation. Tanya suggests checking the KPHA financial policy, as this outlines what the organization will pay for ARGC to attend APHA. If Megan is not able to attend, Tanya might be able to cover CoA and Governing Council meetings with no cost to KPHA.
7. Shirley asks if the board will reconsider the location of the 2019 Conference – Topeka Capital Plaza vs. Ramada – in order to reconsider potential conference revenue. James – provided estimated budget for both and sent these to the board via email. Can make \$8-10k at Ramada, as opposed to \$3-5k at Cap Plaza. This is based on approximately 250 registrants. Some

1. Let Becky know if you can/cannot attend the July Strategic Planning Meeting in Kansas City.
2. Continue to promote leadership training opportunity (KLC grant).
3. James will get specific layout (plenary and exhibitor locations) and registration maximums for both the Ramada and Capital Plaza for board consideration.

renovations have been done at the Ramada, with complete renovation of bathrooms anticipated between November 2018 and April 2019. Hotel is sprayed regularly for bugs. Exhibitor space – can put all exhibitors in one ballroom so all have the same location. Discussion around using various ballrooms at each location for both the conference plenary sessions and exhibitors. Tanya - is there is a registration maximum for the Ramada? Becky – what is our decision deadline? James needs decision before July board meeting. Brandon would like us to consider how we update/refresh the feel of the conference in addition to the content of the conference to make it appealing to attendees. Discussion around updating conference registration fees.

Will need final decision before July board meeting.

Affiliate Representative to Governing Council (ARGC of APHA)

Megan

1. CoA is focusing the Affiliate Day on health equity (mirroring overall conference theme). Call for abstracts is open, please contact Megan with abstract ideas.
2. KPHA will be recognized in APHA conference materials for our 75<sup>th</sup> anniversary.
3. See Policy and Advocacy report below for Candidate Forum discussion.
4. Shirley - APHA issued policy statements this morning regarding parent-child forced separation and ACA funding.
5. Shirley made hill visits last week to offices of Sen. Roberts and Sen. Moran. Conversations went well. We thank Sen. Roberts for his work on the Farm Bill.

**Standing Committee Reports**

Policy & Advocacy

Shirley & Sonja

1. Candidate Forum (Sonja) – thanks to Becky, Shirley, Megan and Tanya for working on this committee so far. Others are welcome to join. Forum is planned for Monday, October 1<sup>st</sup> (day before conference). Primary partner will be KHI. Will also reach out to other state-wide partners to help sponsor the event. Doors will open at 5:00 p.m., forum will run from 5:30-7:00 p.m. James has gathered cost information for Hyatt (about \$5000) and WSU Metroplex. Need to extend invitations to all candidates now, then will confirm with final candidates after the primary. Brandon asks about nature of partnership with KHI and others. Sonja replied that KHI would offer communications support and Dr. Bob St. Peter would serve as moderator. Questions would be developed by all partners involved. Shirley – once location is decided, that will help

Ad hoc committee to proceed with work around candidate forum to be held in Wichita on October 1<sup>st</sup>.

finalize the budget and the sponsorship “ask” to potential partners. Becky confirms that this event will be open to the entire community, not just KPHA membership. Sonja asks if the budget needs to be budget-neutral or if the board needs to vote on specific budget amounts? James reminds the board that if the forum is held at the Hyatt, the monies need to go through the conference budget. Becky is supportive of moving forward – taking the cost of the food out would cut out a lot of cost. The return on investment seems quite good. Christi Nance agrees. Christi Cain suggests voting on a budget up to “x-amount”. Brandon motions for KPHA to contribute funds up to \$5000, if needed; Eldonna second. Vote – all in favor.

Communications & Website	Becky	1. Travis continues to work on putting the newsletter together; submissions still welcome.
--------------------------	-------	--

Awards	Becky	1. Award nominations are coming in. Please send the nomination announcement/form out to your work organizations.
--------	-------	--

Annual Conference	James and Becky	<ol style="list-style-type: none"> <li>1. James: Conference Planning Committee met last Wed. All 4 keynotes are confirmed (Joseph Telfair, Paul Kuehnert, Brian Castrucci, David Jones). Speaker fees for David Jones are \$1500 plus travel. 42 oral abstracts submitted. Acceptance letters will go out today. Sunflower Spotlight and poster acceptance letters will go out soon after that. Expect between 30-40 posters total. Becky – the submissions were all really good and it was difficult to make decisions on who to accept. Denise agrees.</li> <li>2. Becky: Walk-Run - \$5000 from Sunflower will pay for fees, t-shirts, water, and fruit. Therefore, everything earned from registration for the run/walk will benefit KPHA. A good way to promote the public profile of the organization. Please plan to participate and encourage others to register.</li> <li>3. James: Exhibitor and Sponsor Registration will go live later this week. Registration for conference is expected to go live July 9<sup>th</sup>.</li> </ol>
-------------------	-----------------	--

<b>Section Chair Reports</b>		
------------------------------	--	--

Emergency Preparedness	Ron	1. No report
------------------------	-----	--------------

Oral Health	Christi	1. KDHE School Sealant Meeting – August 10 <sup>th</sup> in Olathe, KS. Nine safety net clinics throughout the state received grants for innovative work in their community and will present their work. Johnny Johnson, CEO of the American Fluoridation
-------------	---------	---

		<p>Society, will be the keynote speaker. RSVP by August 1<sup>st</sup> to Michelle Mieses at <a href="mailto:Michelle.Mieses@ks.gov">Michelle.Mieses@ks.gov</a>.</p> <p>2. KCUMB is currently conducting a feasibility study for a dental school in Joplin. The school would serve NW Arkansas, NE Oklahoma, SW Missouri, and SE Kansas. It will use the A.T. Stills Dental School model that is focused on public health dentistry.</p>
Research & Evaluation	Molly	1. No report.
Tobacco/Mental Health	Daniel & Kendal	<p>1. Daniel: The Section has identified 4 key activities: Kansas Tobacco Quitline's new Tobacco &amp; Behavioral Health program, youth prevention initiatives, increasing awareness on new nicotine containing products including electronic cigarettes, and increasing awareness of the SFY19 expansion of the tobacco cessation benefits in KanCare. The list will be narrowed down during the next call.</p> <p>2. TFKC Annual Meeting is Thursday, June 21<sup>st</sup> in Salina.</p>
Infectious Disease	Mary	1. Major changes to disease reporting requirements, so training sessions coming up in June and July. Sign up through KS-TRAIN.
Community Health	Cynthia	<p>1. Will have section meeting in July.</p> <p>2. Presented at CHW Symposium in Wichita last week. Nice to see presence of public health in that meeting.</p>
Membership	Becky	1. Michael and Becky have been working on a member recruitment plan. Eldonna has gotten examples from other affiliates. Becky has a student intern to work on this project this summer, with more information to come at July meeting.
Environmental Health	Jack	1. No report.
Administrative	Becky	1. Deb asked for list of section membership so she could promote KLC training opportunity among section members.
Student Voice	Heather	1. No report.
Other Voices	Board	1. N/A
Other Business	Board	1. The President noted that the next board meeting is July 16 in Salina.
Adjourn		<p>Mary motioned to adjourn the meeting. Kendal seconded. The President adjourned the meeting.</p> <p style="text-align: right;">1. Meeting adjourned</p>

**Board meeting adjourned: 11:40 AM**

**Next meeting:**

July 16, 10AM-12PM

Salina Public Library – Technology Center Conference Room

301 W. Elm, Salina, KS 67401

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

**2018 Meeting Schedule**

<b>Date</b>	<b>Time</b>	<b>Location</b>
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	10AM – 1PM	Lawrence location TBD



Minutes submitted by: Miranda Steele, Board Secretary

X *Miranda Steele*

Miranda Steele  
KPHA Secretary

X *Becky Tuttle*

Becky Tuttle  
KPHA President