



KPHA BOARD MEETING

Mission: Promoting and Improving Population Health in Kansas

Roll call: 25, 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							
Jack Brown	NP	X	NP	X	NP							
Molly Brown	X	NP	NP	X	X							
Cristi Cain	X	X	X	X	X							
Kendal Carswell	X	X	X	X	NP							
Eldonna Chesnut	X	X	X	X	NP							
Daniel Craig	X	X	NP	NP	X							
Megan Foreman	X	X	X	X	X							
Tanya Honderick	X	NP	X	X	X							
Debra Kellison	X	X	NP	X	NP							
Gary Martin	NP	X										
Robert Moser	NP	X	X	X	X							
Christi Nance	X	X	X	NP	NP							
Shirley Orr			NP	X	X							
Michelle Peterson	X	X	X	X	NP							
Gianfranco Pezzino	NP	X	X	X	X							
Heather Poole	X	NP	NP	X	X							
Travis Rickford	X	NP	NP	X	NP							
Denise Schuele	X	X	X	X	X							
Mary Schwartz	X	NP	NP	X	NP							
Michael Showalter	X	X	NP	NP	NP							
Brandon Skidmore	X	X	X	X	X							
Cynthia Snyder	X	X	X	NP	X							
Ron Starbuck			X	X	X							
Miranda Steele	X	X	X	X	X							
Becky Tuttle	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							

	(YMCA Intern)		Brewer (WSU), Christy Cabbage (SKC).	James Brewster (WSU)	Wood (WSU, Awards Cmte)							
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Date: May 21, 2018

Time: 10AM

Location

Johnson County Government
Room 1015
11811 S Sunset Dr., Olathe

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 (64%) of the Board of Directors, with 16 of 25 Board Members present.	Quorum determined
Agenda	Becky	Request for additional agenda items. 1. None.	
Approval of Minutes	Miranda	1. Denise motioned to approve the April 2018 Board meeting minutes; Ron seconded the motion. a. Motion carried - No abstainers or dissenters.	Minutes from previous meeting were approved.
Continuing Education for Board	Nikki Keene Woods	1. Becky introduced Nikki to present information about the KPHA Awards Process. 2. Nikki – The awards are listed on KPHA website, will be updated with 2018 nomination forms. Described award categories. Samuel Crumbine Medal has been awarded since 1946; Special service awards; another for PH Nursing, Social Work, PH Service Award; President’s Award is outside the scope of the committee. Newest award – PH Policy Maker of the Year – local, state or federal lawmakers. 3. Current board members have been award recipients in the past. 4. This year committee members are Becky, Shirley, Eldonna, Fern Hess, Sonja, Jessica, Virginia Barnes, and Nikki. 5. We are moving to an electronic platform/database to collect and save	

nomination and award information for historical purposes. We will call on Board members to forward and promote the nomination process. Will collect through June. Review in July. Ready for Board to review at August meeting.

6. We will get all the awardees to the conference. Prepare a media release. Award plaque. Need a photographer for award ceremony.

Announcements and Sharing Board

1. Denise relayed info from Michelle Peterson – thank you for kind thoughts during her absence. She is still out of the office, unsure of when she will return; in good spirits, considering what she’s been going through with her vision.
2. Becky said her coalition is developing an opportunity for the Wichita community to write Letters to the Editor, highlighting a theme once a month on important health topics. Will share with Board soon so we can replicate as needed.

Treasurer’s Report Cristi

1. Re: April 2018 Management Report
2. Financial Accounting Standards Board – SKC outlined these on the cover page. Item #2: Reporting expenses by Function & Nature – this will not impact us because we are already reporting it this way.
3. Cristi reviewed the financials
4. Workforce assessment expense will be moved because that is for the person conducting our strategic planning process.
5. Net income is up in April over previous month due to large amount from Midwestern PH Training Center.
6. Membership Dues up compared to last year
7. Credit card fees are down
8. \$113,956.03 Cash at end of period
9. Dr. Pezzino – how would you characterize our financial status? Cristi – need to continue driving membership, renewals and to be cognizant of conference expenses. Down from previous years but have strategies to improve our financial status.
10. Shirley – how much are we budgeting for conference revenue/profit this year? This year, we will have Keynote expenses unlike in year’s prior. \$247 – estimated profit; this is not sustainable.
11. Tanya – We need to make an income/profit on conferences if we’re going to continue to employ an association manager as well as hire OHK for

the bill tracking. This is the time of year to start being intentional about promoting the conference. Put conference link and logo in your signature block.

12. Brandon – would it be possible for James to run a report of profit margin over the last several years? Erica said yes, and she will provide this to the Board via email.

President's Report

Becky

1. Partnership with CHW Symposium – this event is coming up, and we will distribute KPHA promotional material. The goal is to promote KPHA membership and conference attendance with the CHWs at their symposium. Michael revised the brochures at no cost. Printing is done by CHW Symposium event coordinators. We are invoicing them for 2 conference registrations, they will use in a drawing at the event. Megan suggested the KHF Symposium as well as CDAK as good opportunities to promote the KPHA Conference. Daniel said he will be at CDAK and can take materials. He is also at TFKC summit this summer. Ruaa has materials left over from GPHC to use.
2. Special Recognition for Ruaa – Becky and the Board presented Ruaa with a KPHA-branded cutting board in the shape of the State of Kansas, and a vase of fresh flowers. Ruaa said she is starting a PhD program at KUMC, and KPHA was a great start to joining the PH Family in Kansas. Her last day with KPHA is June 1.
3. Strategic planning – there will be some items we need to complete before the consultant arrives later this summer. The board needs to be on the lookout for these items to provide input.
4. We have an annual report due – Ruaa and Becky will meet to make sure we have it all ready to submit.
5. Need help with KS Leadership Center (KLC) recruitment for KPHA member participants. We have only used about 10 slots. This is an opportunity to think about Board succession planning. Ruaa will send out another reminder to KPHA membership today. They are supposed to be filled by the end of June. Everyone needs to help recruit.

Affiliate Representative to Governing

Megan

1. Megan asked Dr. Pezzino for his assessment of the MINK meeting – Lower attendance compared to last year's meeting. Program was still

Council
(ARGC of APHA)

- interesting.
2. Student Poster Session by APHA - if you work with students, look at the info Megan sent and let her know if you need more info.
 3. Policy Survey – APHA survey about policy needs of affiliate orgs. Asked for a lot of info, and presented some interesting concepts. Megan will get results and bring back to Board.
 4. Membership items were also submitted to APHA on time.

Standing Committee Reports

Policy &
Advocacy

Shirley &
Sonja

1. Shirley - We've convened this committee several times recently and have been working on a plan to offer a breakout session at the Annual Conference related to advocacy at the local level and showcasing examples of advocacy/policy initiatives.
2. We've also had a few meetings to explore hosting a gubernatorial candidate forum. Asking for input from the Board. We've had some contact with key people to help inform and advise us. We would like to identify a set of partners to carry this out. Shirley spoke with Bob St Peter to gauge KHI's interest this year – happy to report that Bob was enthusiastic about being involved in the planning. KHI is close to hiring a Comms Director and this person will be involved in the event coordination. This will require some resources – how will we fund and support it? Bob suggested we reach out to foundations in the state about sponsoring. Dates – we would like to do this as soon as possible after the primaries. Consider holding in conjunction with Annual Meeting, possibly the evening of the last day. This could bring more people to the conference. Shirley said we need to nail down this date soon. Bob St Peter also suggested offering remote sites across the state. KHF event is taking place the two days following the conference, so this means if people attend both, they are in Wichita all week. Tanya suggested the afternoon/evening of our last day of the KPHA conference. Brandon suggested also reaching out to the KS Assn of Counties as a partner, and Shirley said they were interested last time and should be this time as well. Brandon noted a KS & CO report on public health issues. October 3rd is up for consideration. Becky – we might even get more attendance in the morning, asked the Policy Group to discuss

		further and bring back to the Board. Sonja – policy committee can reconvene but asks that you email us your input so all of that can be considered.
Communications & Website	Travis	<ol style="list-style-type: none"> 1. Becky said Travis took on a new role and asked for her to provide his report – For the Quarterly Newsletter, we are determining what we will do to coordinate/manage as Ruaa is leaving. 2. Ruaa re: Website – placed conference headline on home page.
Awards	Becky	<ol style="list-style-type: none"> 1. No report this month. (Nikki presented on this topic during the Continued Ed portion of the agenda)
Annual Conference	Erica & James	<ol style="list-style-type: none"> 1. Call for Abstracts is out – currently received 12. We'll have up to 30 spots available. 2. Currently working to finalize key note speakers. Only one confirmed is APHA president, opening keynote. 3. Walk/Run Cmte meeting is this Thursday. 4. Vendor/Exhibitor registration opens this week. There will be new items in the App for exhibitors.
Section Chair Reports		
Emergency Preparedness	Ron	<ol style="list-style-type: none"> 1. KDHE's Emergency Preparedness Director vacancy still open 2. KC Area – CRI counties chosen by State to have State countermeasure review.
Oral Health	Christi	<ol style="list-style-type: none"> 1. No report.
Research & Evaluation	Molly	<ol style="list-style-type: none"> 1. MPH at KU – professional experience for students. 2. KLC – working with students to sign up for training and get students to join KPHA 3. Race and Ethnicity in KS – event that FIMR sites attend. 4. Infant mortality summit
Tobacco/Mental Health	Daniel & Kendal	<ol style="list-style-type: none"> 1. State of Wellness Symposium was May 9 in Salina 2. CDAK semi-annual meeting is June 7 in Salina. 3. Tobacco Free Kansas Coalition (TFKC) – annual meeting is in June 21 in Salina. Will focus on Youth initiatives. 4. Our next committee meeting is coming up. 5. Training – KLC.
Infectious Disease	Mary	<ol style="list-style-type: none"> 1. No report.
Community	Cynthia	<ol style="list-style-type: none"> 1. Partner from Healthy Living Kansas will present

Health		with her on the cancer survivorship program. June 14 in Wichita at CHW Symposium.	
Membership	Michael	1. No report.	
Environmental Health	Jack	1. No report.	
Administrative	Debra	1. No report.	
Student Voice	Heather	1. No report.	
Other Voices	Board	1. Brandon - Achieving Rural Health Equity – partnership with public health associations and National Rural Health Association – addressing the sentiment that rural health departments get lost in the conversation. NRHA is headquartered in Leawood, and we have an opportunity to work with them on rural issues in KS. In accordance with PH 3.0, we need to examine the needs and assess how we can support our small rural health departments. Be on the lookout for more information from Brandon.	
Other Business	Board	1. Becky noted that the next board meeting is June 18 in Salina	
Adjourn		Megan motioned to adjourn the meeting. Brandon seconded. The President adjourned the meeting.	1. Meeting adjourned

Board meeting adjourned: 11:39 AM

Next meeting:

June 18, 10AM-12PM
 Medical Society of Sedgwick County
 Leadership Room
 1102 South Hillside St, Wichita
 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	10AM – 1PM	Lawrence location TBD

Minutes submitted by: Miranda Steele, Board Secretary

X *Miranda Steele*

Miranda Steele
KPHA Secretary

X *Becky P. Tuttle*

Becky Tuttle
KPHA President