



KPHA BOARD MEETING

Mission: Promoting and Improving Population Health in Kansas

Roll call: 21 Present: 15

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									
Jack Brown	NP	NP	NP									
Molly Brown	NP	NP	NP									
Cristi Cain	X	X	X									
Daniel Craig	X	X	X									
Gianfranco Pezzino	X	X	X									
Megan Foreman	X	X	X									
Debra Kellison	NP	NP	X									
Gary Martin	X	X	NP									
Robert Moser	X	X	X									
Kaitlyn Perry	X	X	NP									
Michelle Peterson	NP	X	X									
Joey Platt	X	X	NP									
Travis Rickford	X	X	X									
Mary Schwartz	X	X	X									
Brandon Skidmore	X	X	X									
Pam Smith	X	X	X									
Sandy Snook	X	X	X									
Miranda Steele	X	X	X									
Mark Thompson	X	X	NP									
Becky Tuttle	X	X	X									

Guests	Ruaa (GRA, Assn Manager), Tanya Dorf Brunner (OHK)	Ruaa (GRA, Assn Manager)	Ruaa (GRA, Assn Manager)									
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Date: March 20, 2017

Time: 10:00am

Location: Conference Call

Quorum: Yes

Agenda Item	Facilitator	Notes & Meeting Actions	Outcome
Call to Order	Bob	Meeting called to order.	
Determination of quorum	Miranda	A majority (71.4%) of the Board of Directors, with 15 of 21 Board Members present.	Quorum determined
Agenda	Bob	Request for additional agenda items.	-
Approval of Minutes	Miranda	1. Pam motioned to approve February 2017 Board meeting minutes, Mary seconded the motion. a. Motion carried - No abstainers or dissenters.	Minutes from previous meeting were approved.
Announcements and Sharing	Board	1. Becky reminded everyone that Shirley Orr, recipient of the SGO Lifetime Commitment to Public Health Award, has been injured, so there is a card that she's sending around the room for signatures. 2. Nikki Keene, former Secretary of KPHA, wants to be more involved, so if your section needs additional members/energy, please reach out to Nikki.	
Treasurer's Report	Cristi	1. Reviewed the financial report, which continues to show a positive trend. a. A copy of the Financials Report was provided to the Board. Please review the report for more detailed notes. b. KPHA is ahead \$19,000 from February of last year.	-

- c. Ref. Page 3 – Contributions: We received multiple sponsorship payments from the same person via the internet totaling \$3,000, but it is unclear who the donor is, and we want to make sure it was intentional and we give credit if needed. Cristi shared the email address and Area code provided on the payment, and we have not heard back from the contributor after reaching out to him. We'll continue to look into it.
- d. We have a MINK sponsorship of \$500; we will set up a MINK line-item for these credits and debits on the MINK conference. Cristi will establish separate line-item for MINK Conference in the KPHA financial statements
- e. Credit card fees look high compared to other organizations served by SKC. There are less costly ways to accept CC payments, such as PayPal. Erica gave some historical perspective – KPHA did the comparison on these options, and at that time it was determined PayPal was the least costly option, and she said we didn't switch at the time due to it being right before the KPHA conference. Therefore, we can still consider PayPal. Cristi will bring options to the next meeting for the Board to decide. Cristi will bring CC vendor options to April board meeting
- f. Page 4 – Line item 6635 – the GRA position time was paid in March this year, so that's the reason the Jan-Feb expenses don't match YOY.
- g. Cristi requested the most recent version of KPHA's Financial Management Policies. Ruaa will check with Tanya and get the policies to Cristi. Ruaa will ask Tanya for copy of financial management policies to be presented to Cristi who will update and present them to the board.
- h. KPHA Credit Card – the person using it has to have their name on the card, and they have to apply as if they were applying for their own personal CC. US Bank has the same fraudulent activity protection on their Debit Cards much like a CC. Cristi described the benefits of using a CC vs a Debit Card – the latter is preferred, simpler and just as safe on regular purchases. She is willing to draft policies around using the DC. Michelle said most non-profits are using DCs. Megan asked about traveling with the DC, using it for planes/rental cars, etc. Gianfranco said a limitation might be the amount allowed per day and they would need to raise the limit when it's needed. Cristi and Megan will work out the MINK and APHA travel payment details. Cristi will update the Financial Management policies and present them at next month's Board meeting for a vote.

		<ul style="list-style-type: none"> i. Bob said we received a request for a sign language interpreter for the MINK meeting - \$350. Michelle made a motion to bring in the service; Pam seconded. Vote called and passed. No dissenters. 	KPHA will have ASL interpreter at MINK conference.
President's Report	Bob	<ol style="list-style-type: none"> 1. Legislative Updates: <ul style="list-style-type: none"> a. Medicaid Expansion was being heard today in Senate Cmte on Public Health & Welfare. There are concurrent actions taking place in the Statehouse, so we have to weigh the issues and the timing of the intervention. b. We have been receiving summaries of the bills in committee and on the floor. Oral Health Kansas has been doing a great job getting our letters submitted. c. Meningitis vaccine – this is to make it mandatory, and there has been a lot of push back, so we need to make sure the science is supported in our state. KPHA already has its approved policy statements, which makes it easy to pull statements needed for our testimony. d. If you would like to testify in person on any of these bills, let us know so we can coordinate if you are speaking on behalf of KPHA. Let Mark know. 2. SKC is sending our letter asking for new members. 3. KPHA Bylaws committee – We need to have a discussion/motion on public health department group/institutional membership. We need a procedure that tracks enrolled members and when they leave their agency so we can quickly identify a replacement. Erica said we should make it a policy so we can easily reassign the new member. Ruaa said she would be happy to speak to SKC about the process if we approve this new policy. Michelle offered a suggestion on getting quarterly updates from the health dept to be more proactive about keeping their group contact info updated. Michelle made a motion that we conduct a quarterly review of organization membership so they can continue their status on a regular basis, Erica seconded. Bob called for vote of proactive review of organizational memberships each quarter. Vote passed. 4. MINK Conference, April 18-19. We have 73 registrations to-date. Kudos to the event planners. 5. The Governor's Public Health Conference is also in April. 	KPHA voted to conduct quarterly review of organizational memberships to ensure their allotted spots remain filled.

Affiliate Representative to Governing Council (ARGC of APHA)	Megan	<ol style="list-style-type: none"> 1. APHA Updates – We received a sign-on letter request from APHA’s advocacy arm to support funding for the CDC. Megan will send around a separate alert on healthcare reform and encourage everyone to contact their congressman. 2. MINK Updates – Megan said she was pleased to hear we have 73 registrations as of today. We have a strong agenda, and we’ve done well on sponsorships. The four states collected funds, and those are being transferred to KS from NE who hosted last year. Megan agreed that it will be helpful to set up a separate line item in the budget for MINK. She appreciated the Board for voting for the interpreter. Megan shared Eldonna’s request about payments for the lunch with KPHA keynote, and Bob tabled that discussion so we could get more information about the attendees and a historical perspective. Megan said the agenda is almost complete and we have facilitators for all the sessions. Megan asked if we should assemble a reception; Sandy said she can stay and would help. This would be on the KU Edwards campus in the same venue. Becky gave kudos to Megan on her organization skills, and Megan recognized Ruaa for her support. 	1.
Standing Committee Reports			
Public Health Policy & Advocacy	Mark	<ol style="list-style-type: none"> 1. No report in Mark’s absence. 	1.
Communications	Travis	<ol style="list-style-type: none"> 1. NPHW Updates – Travis said Board members should have received 3 documents in their inbox – Press release, Letter to the Editor, and local social media guidelines and statement to partners. Please review these and let us know if you have any comments. On Wednesday, April 5, we want to give communities an opportunity to highlight what’s going on in their city/county. We will have them use a hashtag on FB or Twitter, which will enter them into a drawing for \$100 credit to the conference or for a membership. 2. Ref. the Letter to the Editor and the economic impact statement, we looked at how it impacts core services in Kansas. Public Health Prevention Fund – the numbers are cited for Kansas, and we can reference these as needed. Gianfranco suggested revising the economic impact statement to demonstrate this is about more than funding, i.e., health and quality of life. Brandon supports separating it into two letters so we can bring more focus on the PH Prevention Fund, and he said there is a lot of discussion about infrastructure, of which PH gets lost, so maybe add water and food safety. 3. Travis and Ruaa will begin focusing on the newsletter after NPHW has ended. 	Travis will incorporate edits to LTE.

		4. Becky added that we will be asking our local partners what they did to observe NPHW, and this will be a great opportunity to submit an article to APHA. For instance, in SG CO, approx. 23 people have agreed to submit a LTE.	
Awards	Becky	1. Becky said she is assembling a review committee to get things going on submissions and the call for nominations.	Let Becky know if you are interested in becoming the Awards Chair in 2018.
Conference Committee	Erica	1. Erica said there is a group meeting today to review abstracts; KPHA has received 46 oral proposals and 27 posters. We will also be looking at options for keynote speakers. Erica will have a draft agenda at the April board meeting. Bob reminded everyone that we will have a need for judges for the poster competition.	
Website	Ruaa	1. Ruaa has worked with the contractor to make additional changes on the site. She scrubbed the current content for timeliness. We now have a 2017 KPHA conference page. MINK conference is also updated online. She noted the policy statements are current. She also removed the hidden pages and organized content by year to make it easier to navigate. The Board page is complete, except we need two more bios.	If you have not submitted your bio for the website, please send to Ruaa
Membership	Kait	1. No report in Kait's absence.	
Preparedness	Gary	1. Ruaa presented updates in Gary's absence. Through initiatives of the Assistant Secretary for Preparedness & Response, healthcare coalitions are to use emergency preparedness funding to establish non-profit entities. 2. Meetings have been scheduled for April & May to make plans for the next grant year. 3. The State is looking to build a statewide electronic hazard vulnerability system.	Gary will draft a policy statement RE: preparedness
Student Voice	Joey	1. No report in Joey's absence.	1.
Other Voices	Board	1. Pam – NACCHO and CDC have a mechanism for water systems to apply for equipment that will aid in Fluoridation. She sent notifications to the systems who say they are fluoridating, and she helped two (Arkansas and Parsons) apply for the funding. If there is a good request for funding, they will roll it out again.	

		2. Mary – The mumps continues to be an issue in our community. The local health department is working to send communication to physicians re: testing guidelines.	
Other Business	Board	<ol style="list-style-type: none"> 1. Miranda reminded everyone to turn in their Conflict of Interest Statement 2. Becky said the Tobacco Free Kansas Coalition supports \$1.50 increase on tobacco products. We are getting ready to launch a social media campaign and will be using a marketing company. We want to increase the number of communities that have e-cigarettes in their CIA laws. 3. Michelle asked about KPHA regional meetings that were discussed at a previous meeting. Bob mentioned plans to attend the regional public health meetings when it was possible and incorporate KPHA activities where appropriate. He said we have members in all corners, and we are aware of the challenges to get to the meetings. 4. Miranda made a motion and Pam seconded the motioned to adjourn. 	1.
Adjourn		There being no other business, the Board president adjourned the meeting.	Adjourned

Board meeting adjourned: 11:50 am

Next meeting:

April 18
9:30-11:30AM
Before MINK Meeting
KU Edwards Campus, BEST Conference Center, Room 320
12600 S Quivira Rd
Overland Park 66213
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 TBD
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

April 14, 2017

X *Miranda Steele*

Miranda Steele
KPHA Secretary

X Robert Moser, M.D.
04/18/2017

Robert Moser, MD
KPHA President