

**KPHA BOARD MEETING**

Mission: ***Promoting and Improving Population Health in Kansas***

**Date: \_\_6.15.2020\_\_\_**

**Roll call: 17 present**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name |  | Jan  13 | Feb  10 | Mar  X | Apr  X | May  18 | Jun  15 | July  X | Aug  X | Sep  X | Oct  X | Nov  X | Dec  X |
| Position | Name |  |  |  |  |  |  |  |  |  |  |  |  |
| President | Daniel Craig | X | X |  |  | X | X |  |  |  |  |  |  |
| President-elect | Brandon Skidmore | X | X |  |  | X | X |  |  |  |  |  |  |
| Immediate Past-president | Michelle Simmons | NP | NP |  |  | NP | NP |  |  |  |  |  |  |
| Treasurer | Cristi Cain | X | X |  |  | X | X |  |  |  |  |  |  |
| Secretary | Christi Wells | X | X |  |  | X | X |  |  |  |  |  |  |
| APHA Delegate | Denise Schuele (She-lee) | X | X |  |  | X | X |  |  |  |  |  |  |
| Director at Large | Megan Foreman | X | X |  |  | X | X |  |  |  |  |  |  |
| Director at Large | Charlie Hunt | X | X |  |  | X | X |  |  |  |  |  |  |
| Director at Large | Virginia Barnes | X | X |  |  | X | X |  |  |  |  |  |  |
| Administrative Section Co-Chair | Kendra Baldridge | X | X |  |  | X | NP |  |  |  |  |  |  |
| Administrative Section Co-Chair | Megan Gottschalk-Hammersmith | X | X |  |  | X | NP |  |  |  |  |  |  |
| Community Health Co-Chair | Cynthia Snyder | X | X |  |  | X | X |  |  |  |  |  |  |
| Community Health Co-Chair | Sara Millburn | X | NP |  |  | X | X |  |  |  |  |  |  |
| Infectious Disease Section Chair | Sonalli Kurlekar (So-nall-e Kur-lee-car) | X | X |  |  | X | X |  |  |  |  |  |  |
| Preparedness Section Chair | Ron Starbuck | NP | NP |  |  | NP | NP |  |  |  |  |  |  |
| Environmental Section Chair | Jack Brown | NP | X |  |  | X | X |  |  |  |  |  |  |
| Oral Health Section Chair | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| Research Evaluation Section Chair | Ruaa Hassaballa | X | X |  |  | X | X |  |  |  |  |  |  |
| Tobacco/MH/SA Section Chair | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| **Quorum: (Yes/No)** | | Yes | Yes |  |  |  |  |  |  |  |  |  |  |
| Ex-Officio | Erica Anderson | X | X |  |  | X | X |  |  |  |  |  |  |
| Ex-Officio | Sonja Armbruster | X | X |  |  | NP | X |  |  |  |  |  |  |
| Ex-Officio | Eldonna Chesnut | NP | X |  |  | X | X |  |  |  |  |  |  |
| APHA Board Representative | Eldonna Chesnut |  |  |  |  |  |  |  |  |  |  |  |  |
| Policy and Advocacy Committee | Sonja Armbruster |  |  |  |  |  |  |  |  |  |  |  |  |
| Communications Committee | Sara Millburn |  |  |  |  |  |  |  |  |  |  |  |  |
| Membership Committee | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| Conference Committee | Megan Foreman/Denise Schuele |  |  |  |  |  |  |  |  |  |  |  |  |
| Awards Committee | Nikki Keene Woods | NP | NP |  |  | NP | NP |  |  |  |  |  |  |
| KPHA Administrator | Angela Bedell | X | X |  |  | X | X |  |  |  |  |  |  |
| Student Voice | Taylor Mitchell | NP | X |  |  | NP | NP |  |  |  |  |  |  |
| Guests |  | None | None |  |  | James Brewster - WSU | Natalie Moynihan, Emily Whalen, James Brewster, Anna Keller APHA |  |  |  |  |  |  |

**Date:** June 15, 2020

**Time:** 10AM

**Location**

Zoom

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Agenda Item | Facilitator | Notes & Meeting Actions | Outcome | |
| Call to Order | Daniel | Meeting called to order. |  | |
| Determination of quorum | Christi | A majority (76%) of the Board of Directors, with 13 of 17 voting Board Members, was present. | Quorum was determined | |
| Agenda | Daniel | Request for additional agenda items.   1. None |  | |
| Approval of Minutes | Daniel | 1. Denise moved to approve the February meeting minutes, Brandon second, APPROVED. |  | |
| Announcements and Sharing |  | 1. None. |  | |
| Treasurer’s Report | Cristi | 1. Total current assets: $121,767.40 2. KPHA fall conference profits: $5375.83 3. $8000 payment to Angela and her team for our contract 4. $7500 is for video project and not for workforce assessment – will ask Support Kansas City to move that under other projects instead of under Governors conference 5. Could we separate the 2019 KPHA conference revenue so that the board doesn’t question if it relates to the 2020 KPHA conference? Angela and Cristi will work with Support Kansas City on this. 6. Why are we seeing such a dramatic difference in organization dues? Is it because they are usually signing up for the conference at this point? We may need to reach out to them since there is no conference this year. We probably need to do that now with the end of state fiscal year coming up quickly. 7. We are going to try and get a different system other than Wild Apricot because it is not easy to see what memberships are due. 8. Virginia made motion to approve the budget with the amendment of moving the workforce assessment line from the Governors conference to other projects. Cynthia second. APPROVED. |  | |
| President’s Report | Daniel | 1. Anna Keller and Mariza Silva from the American Public Health Association (APHA) presented to KPHA board members about the virtual events they’ve been hosting and how they plan to shift their annual conference to virtual.    1. Use three platforms for one meeting:       1. Virtual Meeting Platform- Blue Sky       2. Registration Platform       3. Meeting website – confex    2. Session moderators will be very important    3. Blue Sky – 500 unique monthly users pay monthly fee – all in one platform that allows for registration included    4. Shorter breaks – use that time for wellness, sponsors, etc.    5. APHA is keeping their fee the same. Cost savings comes in no travel.    6. APHA will be sharing poster template on website.    7. What was participation like? Lower than expected. More people watched on-demand than live. 2. Eldonna provided an overview of APHA to help educate new board members as well as keep the board in the loop of what’s happening at APHA.    1. APHA virtual conference will be October 24-28. Hope to have registration open July 1. 3. Nominating Committee – doodle poll is out there. Need a slate by September. Please send potential board members to Brandon. |  | |
| GRA/KPHA Administration Update | Angela | 1. Natalie showed us the new logo they created for KPHA along with new letterhead. It was modeled off of the APHA logo for consistency and recognition.    1. Eldonna would like to see our APHA affiliate number on the logo. We will check our MOU with APHA to see if we’re required to add APHA affiliate number to our logo.    2. Brandon made motion to approve the new KPHA logo. Charlie second. APPROVED. 2. Natalie showed us the website that they created for the leadership team. It would be $10/month for the domain and $200 for the file storage.    1. Charlie asked about using Teams for our storage of shared files. From board conversations, it may be difficult to use Teams because some workspaces block its usage. Natalie will take these notes back to Angela for further discussion. |  | |
| Affiliate Representative to Governing Council  (ARGC of APHA) | Denise | 1. No report. |  | |
| Standing Committee Reports | | | |
| Annual Conference | Denise/Megan | 1. James has been working with Hilton in Manhattan for 2021 Conference. Our contract does have lower conference attendance estimates around 100 people and room block around 30. Food and beverage minimum will also be significantly less.    1. Angela requesting generous cancellation clause. Hilton usually allows cancellation of 90 days out but James will work to get it even lower. 2. KPHA virtual events to replace annual conference. Hoping it’s a way to engage membership and add value to their membership. Package deal – get first event free and the rest are included in membership. We do need to keep in mind what our capacity is in the number of events we host.    1. Angela is working on finding funding for Camara Jones to be a speaker for “Race as a Public Health Issue”. Book Club and Race as a Public Health Issue could be open to all public health professionals and then the rest of the virtual events could be shared in promoting membership.    2. Megan suggested we have a point person for each virtual event so it doesn’t land on one person    3. Megan made motion that KPHA tries to do one virtual event a month in order to engage and increase membership. Ruaa second. APPROVED.    4. We should try to collaborate with KDHE/KAHLD/KHI on training for local public health officers if we move forward with that one. May be better if we keep our events more high-level unless other organizations want to collaborate with us on more specific issues like training for local public health officers. Virginia suggested we change the approach so it’s more engaging to membership such as ‘meet your local public health officer or a local public health officer meeting. 3. Annual membership meeting: bylaw revisions & electing new board members    1. Bylaw revisions: voting members vs non-voting board members, board structure    2. May be helpful to have a board member with dedicated bylaw oversight and revision. |  | |
| Policy & Advocacy | Sonja | 1. No report. |  | |
| Communications & Website | Sara | 1. Sara does not currently have access to social media accounts. Ruaa will see if she still has access. Daniel will check with Angela to see if she has social media access. |  | |
| Awards | Nikki | 1. Daniel asked board members to send potential award nominees to Nikki or Daniel. |  | |
| Section Chair Reports | | | |
| Environmental Health | Jack | 1. No report. |  | |
| Infectious Disease | Sonalli | 1. No report. |  | |
| Tobacco/Mental Health | Vacant | 1. No report. |  | |
| Administrative | Kendra/  Megan | 1. No report. |  | |
| Emergency Preparedness | Ron | 1. No report. |  | |
| Oral Health | Vacant | 1. No report. |  | |
| Community Health | Cynthia/Sara | 1. No report. |  | |
| Membership | Vacant | 1. No report. |  | |
| Research & Evaluation | Ruaa | 1. No report. |  | |
|  | | | |
| Student Voice | Taylor | 1. No report. |  | |
| Other Business | Board | 1. None. |  | |
| Adjourn |  |  | 1. Meeting adjourned | |

**Board meeting adjourned:**  12:20pm

**Next meeting:**

July 20, 2020

Minutes submitted by: Christi Wells, Board Secretary

X

Christi Wells

Christi Wells

KPHA Secretary

X

Daniel Craig

Daniel Craig

KPHA President