

**KPHA BOARD MEETING**

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

**Date: \_\_5.18.2020\_\_\_**

**Roll call: 18 present**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name  |  | Jan13 | Feb10 | MarX | Apr X | May18 | JunX | JulyX | AugX | SepX | OctX | Nov X | DecX |
| Position | Name |  |  |  |  |  |  |  |  |  |  |  |  |
| President | Daniel Craig | X | X |  |  | X |  |  |  |  |  |  |  |
| President-elect | Brandon Skidmore | X | X |  |  | X |  |  |  |  |  |  |  |
| Immediate Past-president | Michelle Simmons | NP | NP |  |  | NP |  |  |  |  |  |  |  |
| Treasurer | Cristi Cain | X | X |  |  | X |  |  |  |  |  |  |  |
| Secretary | Christi Wells | X | X |  |  | X |  |  |  |  |  |  |  |
| APHA Delegate  | Denise Schuele (She-lee) | X | X |  |  | X |  |  |  |  |  |  |  |
| Director at Large | Megan Foreman | X | X |  |  | X |  |  |  |  |  |  |  |
| Director at Large | Charlie Hunt | X | X |  |  | X |  |  |  |  |  |  |  |
| Director at Large | Virginia Barnes | X | X |  |  | X |  |  |  |  |  |  |  |
| Administrative Section Co-Chair | Kendra Baldridge | X | X |  |  | X |  |  |  |  |  |  |  |
| Administrative Section Co-Chair | Megan Gottschalk-Hammersmith  | X | X |  |  | X |  |  |  |  |  |  |  |
| Community Health Co-Chair | Cynthia Snyder | X | X |  |  | X |  |  |  |  |  |  |  |
| Community Health Co-Chair | Sara Millburn | X | NP |  |  | X |  |  |  |  |  |  |  |
| Infectious Disease Section Chair | Sonalli Kurlekar (So-nall-e Kur-lee-car) | X | X |  |  | X |  |  |  |  |  |  |  |
| Preparedness Section Chair | Ron Starbuck | NP | NP |  |  | NP |  |  |  |  |  |  |  |
| Environmental Section Chair | Jack Brown | NP | X |  |  | X |  |  |  |  |  |  |  |
| Oral Health Section Chair | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| Research Evaluation Section Chair | Ruaa Hassaballa | X | X |  |  | X |  |  |  |  |  |  |  |
| Tobacco/MH/SA Section Chair | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| **Quorum: (Yes/No)** | Yes | Yes |  |  |  |  |  |  |  |  |  |  |
| Ex-Officio | Erica Anderson | X | X |  |  | X |  |  |  |  |  |  |  |
| Ex-Officio | Sonja Armbruster | X | X |  |  | NP |  |  |  |  |  |  |  |
| Ex-Officio | Eldonna Chesnut | NP | 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 |  |  |  |  |  |  |  |
| KPHA Administrator | Angela Bedell | X | X |  |  | X |  |  |  |  |  |  |  |
| Student Voice | Taylor Mitchell | NP | X |  |  | NP |  |  |  |  |  |  |  |
| Guests |  | None | None |  |  | James Brewster - WSU |  |  |  |  |  |  |  |

**Date:** May 18, 2020

**Time:** 10AM

**Location**

Zoom

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| --- | --- | --- | --- |
| Agenda Item | Facilitator | Notes & Meeting Actions | Outcome |
| Call to Order  | Daniel | Meeting called to order. |  |
| Determination of quorum  | Christi  | A majority (88%) of the Board of Directors, with 15 of 17 voting Board Members, was present. | Quorum was determined |
| Agenda  | Daniel | Request for additional agenda items. 1. None
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| Approval of Minutes | Daniel | 1. Denise moved to approve the February meeting minutes, Brandon second, APPROVED.
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| Announcements and Sharing |  | 1. None.
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| Treasurer’s Report  | Cristi | 1. Statement of financial standing: 10.8% ahead of where we were at this time last year.
2. Cristi will work with accountant to get the $17,850 that was coded as governor’s public health conference into different line items so that we know exactly what is a KPHA asset and what is not.
3. Will wait to approve until June meeting to get governors public health conference separated into different line items first.
 |  |
| President’s Report | Daniel | 1. Nominating Committee Slate – Brandon Skidmore, Christi Wells, Virginia Barnes, Erica Anderson, Eldonna Chestnut
	1. Denise made motion to approve the nominating committee slate. Jack second. APPROVED.
	2. October/November could be the business meeting so we can vote on board members. Need to send out ballot 45 days before the conference. Committee members should begin thinking of potential new board members.
2. We have improved organization of KPHA membership and got an accurate number sent to APHA.
3. Next meeting is June 15th. It will be switched from an in-person meeting to a virtual meeting.
 | * 1.
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| GRA/KPHA Administration Update | Angela | 1. Website was scheduled to be done June 1. Will probably be done by the June board meeting if not shortly after.
2. Angela has pulled together webpage that will store all of the important board documents that board members can easily access.
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| Affiliate Representative to Governing Council (ARGC of APHA) | Denise | 1. Iowa switched their conference to virtual. Nebraska postponed their April conference to August. Missouri still has theirs slated to happen.
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| Standing Committee Reports |
| Annual Conference | Denise/Megan  | 1. Megan made email motion to move KPHA annual meeting from September to November due to COVID, Brandon seconded.
2. Executive Committee met and discussed that KPHA board has limited capacity to plan in-person conference due to responding to COVID. Committee felt monthly virtual events may be best alternative.
3. James Brewster shared that most of their conferences from now - December will be switching to virtual.
	1. Biggest challenge is the programming because people can’t sit in a virtual setting as long as they can in an in-person setting.
4. Hotel chains have been fairly understanding. May be able to cancel conference without any fee. May not want to just move this year’s contract to next year. May want to include some clause to cover ourselves since we don’t know what will happen in 2021. May want to reduce room minimums/food minimums.
5. How does this impact us financially? Conference doesn’t bring in a lot of revenue, but it does boost our membership.
6. Megan Foreman made motion to cancel 2020 annual conference due to COVID under the circumstance that we are able to cancel the hotel without fee. Cristi Cain second. APPROVED.
7. We will discuss details further at June board meeting. We will develop a task force to develop an initial plan to bring to the June board meeting. Volunteers: Eldonna, Ruaa, Megan Foreman, Denise, Daniel, Brandon, Sara
8. Would like to have a small initial webinar ready in June.
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| Policy & Advocacy | Sonja | 1. No report.
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| Communications & Website | Sara | 1. No report.
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| Awards | Nikki | 1. No report.
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| Section Chair Reports |
| Environmental Health  | Jack | 1. No report.
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| Infectious Disease  | Sonalli | 1. No report.
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| Tobacco/Mental Health  | Vacant | 1. No report.
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| Administrative | Kendra/Megan | 1. No report.
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| Emergency Preparedness | Ron | 1. No report.
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| Oral Health | Vacant | 1. No report.
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| Community Health  | Cynthia/Sara | 1. No report.
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| Membership | Vacant | 1. No report.
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| Research & Evaluation  | Ruaa  | 1. No report.
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| Student Voice | Taylor | 1. No report.
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| Other Business | Board | 1. None.
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| Adjourn |  |  | 1. Meeting adjourned
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**Board meeting adjourned:**  11:00am

**Next meeting:**

June 15, 2020

Minutes submitted by: Christi Wells, Board Secretary

X

Christi Wells

Christi Wells

KPHA Secretary

X

Daniel Craig

Daniel Craig

KPHA President