

Building Expertise in Administration & Management (BEAM)

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"BEAM was an amazing course for anyone who has dealings with grants, especially larger, more complex grants. The program gave confidence in understanding the language and generalized requirements that are common to grants so that applying and utilizing the funds for them isn't as intimidating." - Monica Reuber, Sheridan County Public Health Administrator

What is BEAM?



The University of Miami and the de Beaumont Foundation developed BEAM to address business knowledge gaps that more than half of governmental public health workers had identified as the profession's top training need. Individual learners gain critical professional knowledge that complements existing skills, strategic and analytical skills, and a credential from a leading university. Organizations benefit from BEAM by promoting best practices that increase funding opportunities and improve community outcomes, providing valuable employee recruitment, development, and retention opportunities, and fulfilling accreditation requirements. For more information about BEAM, click [here](#).

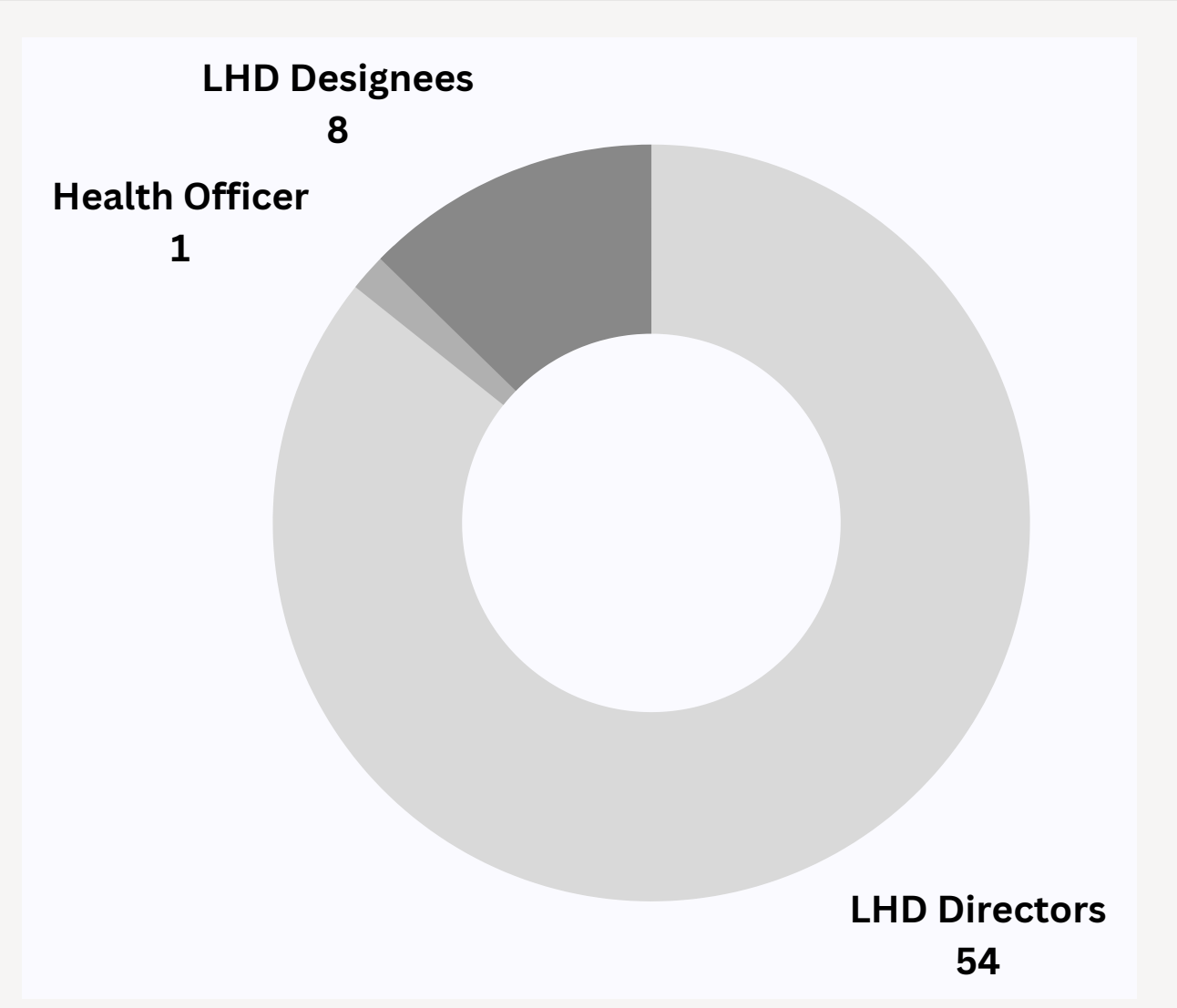
BEAM is a self-paced, 15-20 hour, interactive course built around six interconnected modules: Strategic Problem Definitions, Budgets, Procurement, Contracts, Contract Monitoring, and Assessing Financial Performance. Upon successful completion of the program, students receive a BEAM Certificate signed by the deans of the University of Miami medical and business schools.

Why is this training needed in Kansas?

In **April 2022**, the BEAM course and scholarship opportunity for 100 participants (one for each county) was presented to Kansas local health departments. A survey was sent out to all local health department administrators to complete.

To date, **63 out of 100** Kansas counties have expressed interest

- 54 Local Health Department Directors
- 1 Health Officer
- 8 Local Health Department Designees



When asked to "describe why you are interested in the BEAM Course?"

- 40 Indicated that they were interested in furthering their administration knowledge

"I feel that ongoing learning and improvement are an essential part of being a leader in public health. In order to lead my team and stay on top of current and future public health issues I need to consistently learn and grow in my own skillset."

"I am very interested in taking the BEAM course. I plan to continue in public health for many years. This opportunity will not only strengthen my agency but will advance my person career by obtaining valuable knowledge of fundamental public health business skills. I have lost many of my administrator mentors during COVID, and look forward for other opportunities to advance my education."

"When I became the administrator of the HD, I did not receive any training on budgets, contracts, assessing financial performance, or procurement. I am eager to learn more about all of these things to better our health department."

"To help with better implementing, improving community outcomes and strengthen foundational business skills"

- 22 Indicated that they were a new administrator

"I assumed the Director of the Health Department position just as COVID Pandemic was starting. There are so many other skills now that I need to learn."

"I am a new administrator and have never been in an administrative position before. I struggle with budgets, contracts and financial performance and feel this course would meet all my needs and expectations. I'm wanting better my understanding of the position I am in and be able to provide more for the community and my health department."

"I am a new director who is interested in learning in all areas that will help me become better educated in knowing how to do my job and be successful in steering my Health Department in the right direction for our community."

"I am the new county administrator and would like to learn all there is to learn to do my job appropriately."

Kansas Scholarship Information

Thanks to the generous support from the Sunflower Foundation in partnership with the de Beaumont Foundation, KDHE is excited to offer a scholarship opportunity (\$500 in value) to each local health department in Kansas to attend the Building Expertise in Administration & Management (BEAM) course. This opportunity is currently available to Kansas Local Health Department administrators or their designee. Eligibility may expand to members of the Kansas public health workforce in the future.



BEAM Content

Module 1: Problems & Solutions

Reframing the Problem, Stakeholder Management and Analysis, and developing an Action Plan. Includes templates for working with stakeholders and supervisors to guide next steps in health department strategic planning.

Module 2: Budgets

Understanding Public Budgets, calculating Fixed and Variable Costs, and preparing the Budget Narrative. Includes a sample budget walkthrough of an MCH program including estimating costs and managing budget revisions.

Module 3: Procurement

Overview of Procurement Methods, Evaluating the RFP, and understanding Due Diligence and Conflict of Interest. Includes definitions for managing Federal awards, organizational capacity and tools for self-evaluating grant applications to improve success.

Module 4: Contracts

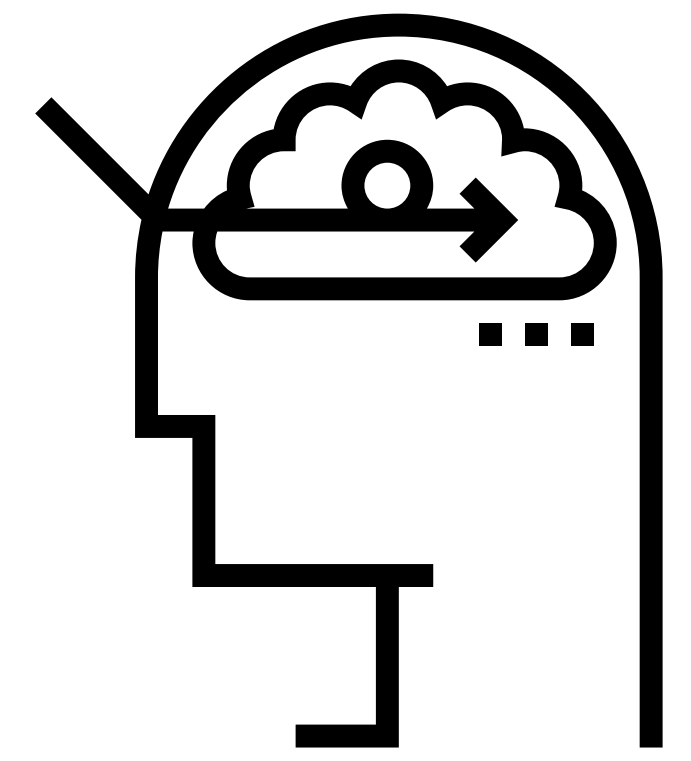
Introducing the Elements of Contracting, Liability and Indemnification Clauses, Dispute Resolution, Intellectual Property, Breach of Contract, Outcomes Based Contracting, Partnerships, Payments and Performance Measures. Includes a sample contract, the Six Essential Elements of a Contracts and key attributes of performance measures.

Module 5: Contract Monitoring

Components of Contract Monitoring, Monitoring Contracts and Budgets and Volume Estimation. Includes a point of view for both the grantor and the grantee when considering the relationship after contracts and grants are awarded.

Module 6: Assessing Financial Performance

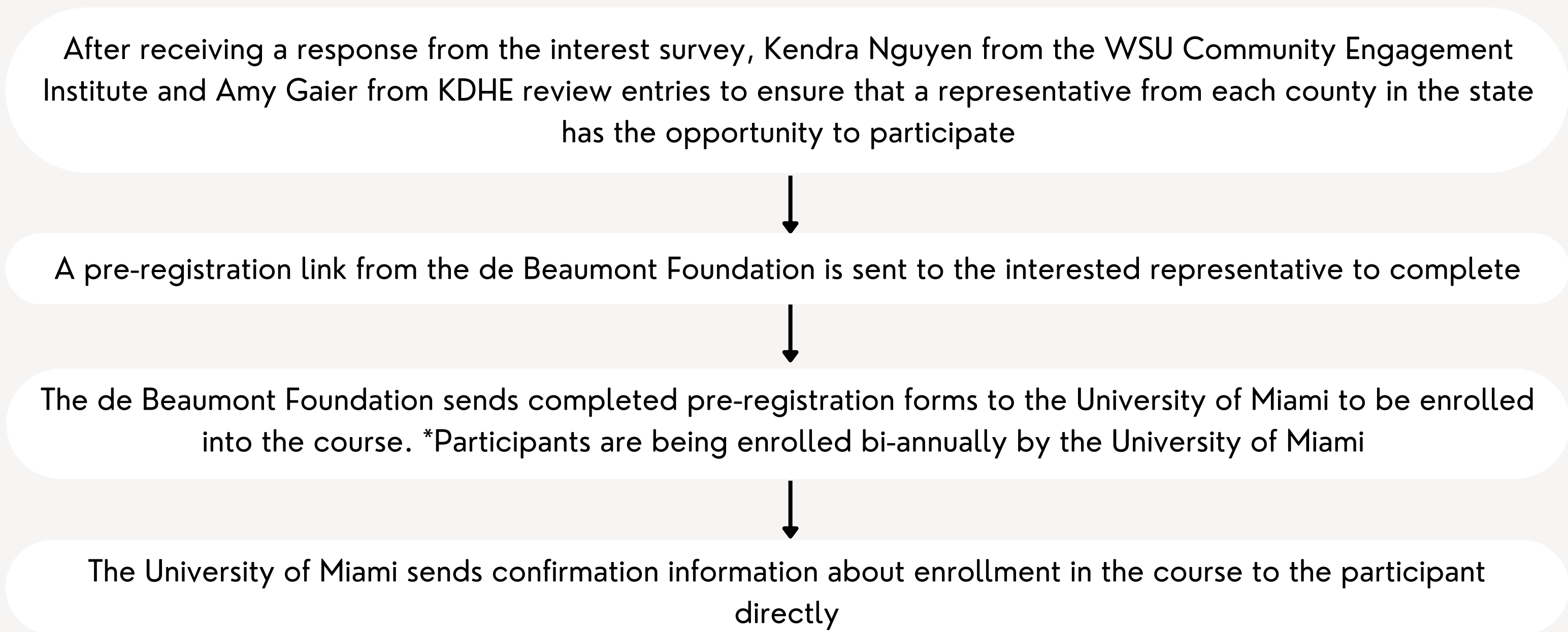
Assessing Financial Performance of an organization including Financial Management, Financial Analysis, calculating Financial Ratios and Total Margin. Gives tools for measuring the overall financial condition of a health department.



Next Steps

If you are interested in taking part in the scholarship opportunity, click [here](#) to complete a quick interest survey

Scholarship Process



If you have any questions, please feel free about the scholarship process, contact Kendra Nguyen (Kendra.Nguyen@wichita.edu) or Amy Gaier (Amy.Gaier@ks.gov)