

KPHA BOARD MEETING

Mission: *Promoting and Improving Population Health in Kansas*

Date: 7/18/2022

Roll call: 13 Present

| Name | | Jan 24 | Feb X | Mar X | Apr X | May X | Jun X | July X | Aug X | Sep X | Oct X | Nov X | Dec X |
|--------------------------------------|--|-----------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|
| Position | Name | | | | | | | | | | | | |
| President | Denise Schuele (She-lee) | x | x | | x | | x | x | | | | | |
| President-elect | Christi Wells | x | x | | x | | x | x | | | | | |
| Immediate Past-president | Brandon Skidmore | x | x | | | | x | x | | | | | |
| Treasurer | Meagan Sadler | x | | | | | x | x | | | | | |
| Secretary | Megan Gottschalk | x | x | | x | | x | x | | | | | |
| APHA Delegate | Eldonna Chesnut | x | x | | 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 | Kendra Baldrige | | x | | | | x | x | | | | | |
| Community Health | Alison Koonce | X | x | | x | | | | | | | | |
| Infectious Disease Section Chair | Sonalli Kurlekar (So-nall-e Kur-lee-car) | X | x | | | | x | x | | | | | |
| Preparedness Section Chair | Steve Maheux | | x | | | | | x | | | | | |
| Environmental Section Chair | Jack Brown | | x | | x | | x | x | | | | | |
| Oral Health Section Chair | Vacant | | | | | | | | | | | | |
| Research Evaluation Co- Chair | Ruaa Hassaballa | x | x | | x | | | x | | | | | |
| Research Evaluation Co- Chair | Belle Federman | x | | | | | | x | | | | | |
| Tobacco/MH/SA Section Chair | Cristi Cain | x | x | | x | | x | x | | | | | |
| Policy and Advocacy Section Chair | Vacant | | | | | | | | | | | | |
| Communications Section Chair | Sara Magnasco | x | | | | | x | | | | | | |
| Student Section Chair | Vacant | | | | | | | | | | | | |
| Quorum: (Yes/No – Need 10) | | | | | YES | | | | | | | | |

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|---------------------------|-----------------------------------|---|---|--|---|--|---|--|---|--|--|--|--|
| Ex-Officio | Vacant | | | | | | | | | | | | |
| Ex-Officio | Vacant | | | | | | | | | | | | |
| Ex-Officio | Vacant | | | | | | | | | | | | |
| APHA Board Representative | Eldonna Chesnut | | x | | x | | x | | | | | | |
| Membership Committee | Ruaa Hassaballa | | x | | x | | | | x | | | | |
| Conference Committee | Christi Wells | | | | | | | | x | | | | |
| Awards Committee | Daniel Craig | | | | | | | | | | | | |
| KPHA Administrator | Angela Bedell | X | x | | x | | x | | | | | | |
| Guests | Natalie Moynihan and Emily Whelan | | | | | | | | | | | | |

Date: July 18, 2022

Time: 10AM

Location: Zoom

| Agenda Item | Facilitator | Notes & Meeting Actions |
|-------------------------|-------------|---|
| Call to Order | Denise | Meeting called to order. |
| Determination of quorum | Megan | A majority (72%) of the Board of Directors, with 13 of 18 voting Board Members, were present. This resulted in having quorum. |
| Agenda | Denise | <ol style="list-style-type: none"> 1. Request for additional agenda items. 2. Eldonna Chesnut made motion to approve the agenda. Meagan Sadler second, motion APPROVED. |
| Approval of Minutes | Denise | <ol style="list-style-type: none"> 1. Denise Schuele requested a motion to approve the April and May KPHA board meeting minutes. Meagan Sadler mentioned that on page 2 the names were off a line. Megan Gottschalk will make the updated change to the May board meeting minutes. 2. Meagan Sadler moved to approve the April board meeting minutes and Steve Maheux second, motion APPROVED. 3. Christi Wells moved to approve the June board meeting minutes and Eldonna Chesnut second, motion APPROVED. |

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| Announcements and Sharing | Denise | 1. No announcements or sharing |
| Treasurer's Report | Meagan | <ol style="list-style-type: none"> 1. Meagan shared that with the upcoming conference there will be more financial movement in the upcoming months. 2. Eldonna Chesnut made motion to approve the June financial report. Jack Brown second, motion APPROVED. |
| President's Report | Denise | <ol style="list-style-type: none"> 1. Denise shared that the main goal is to focus on the conference and has a goal to make personal invitations to potential vendors and sponsors. She shared that the Patterson Family Foundation is sponsoring the conference again at \$10,000. There is going to be a focus on marketing and campaigning membership this year. 2. Christi Wells is currently working on the 2023 board slate. Currently there a few positions still needed to be filled, and welcomed suggestions to expand and diversify the board, including smaller PH departments and other organizations. |
| GRA/KPHA Administration Update | Angela | 1. No Administrative Update |
| Affiliate Representative to Governing Council (ARGC of APHA) | Eldonna | <ol style="list-style-type: none"> 1. Eldonna shared that the CoA meeting occurred the previous week and ramping up for the APHA annual meeting 2. APHA registration is open and early bird registration ends this week. 3. CoA award nomination forms will be sent out to all members in the near future. 4. The Affiliate Day reception will be funded by sponsorships and KPHA will be contributing. 5. APHA is currently working on their Speak for Health Campaign in August and will host a few webinars. 6. Denise shared that KPHA affiliate report and payment has been completed and sent to APHA. |

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Annual Conference Christi

1. Denise reported that they have begun the regular planning committee meetings and have met once with James at WSU which will occur weekly. Christi Wells is the Conference Planning Committee Chair. The 2022 conference will be a one-day summit hosted at the WSU Metro Complex. There will be multiple keynotes and breakout sessions, and the annual business meeting will be hosted the previous week virtually. Poster presentations will be presented virtually and voted on prior to the event and winners announced at the conference.
2. Denise requested a motion to approve hosting the annual conference on Thursday, September 29th from 9 am – 4:30 pm.
 - a. Eldonna Chesnut moved to approve the annual conference date and time at WSU Metro Complex. Brandon Skidmore second, motion APPROVED.
3. The estimated budget and contract from WSU was shared with the board that includes logistics, registration, site management, exhibitors set up, A/V, and catering that will be a buffet style lunch.
 - a. Total estimated fixed expense: \$20,054.50
 - b. Estimated income: \$27,375.00
 - c. The goal is to open registration in early August
4. Angela recommended combining registration costs with one-year membership through EOY 2023.
 - a. Eldonna suggested that we do student registrations at cost. Student membership per year is \$20. It was recommended to offer students \$75 for conference and a one-year membership.
5. Angela also suggested that we offer a one-year membership + registration and a non-member + registration options.
6. Organizational membership(s) + Registration will be offered a discounted rate and will be provided a discounted promo code when organizations are ready to register their employees/attendees.
7. WSU will provide a weekly registration report every Friday to KPHA, so Angela and team can help track membership and registration and if there are any duplicated names, or opportunities for targeted marketing to lapsed members.
 - a. 186 members are currently out of 350 members.
 - b. Eldonna recalled that several years back that WSU had access to KPHA membership database, but it is currently not set up that way. Angela said it could be possible, but at some point, it becomes more of a manual process. More

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| Policy & Advocacy | Vacant | 1. No Report |
| Communications & Website | Sara | 1. No Report |
| Awards | Nikki | 1. No Report |
| Bylaws | Charlie | 1. No Report |
| Environmental Health | Jack | 1. No Report |
| Infectious Disease | Sonalli | 1. No Report |
| Tobacco/Mental Health | Cristi | 1. No Report |
| Administrative | Kendra | 1. No Report |
| Emergency Preparedness | Steve | 1. No Report |
| Oral Health | Vacant | 1. No Report |
| Community Health | Allison | 1. No Report |
| Membership | Ruaa | 1. No Report |
| Research & Evaluation | Ruaa/Belle | 1. No Report |
| Student Voice | Vacant | 1. No Report |
| Other Business | Board | 1. Angela shared there is progress in the KPHA membership project. During the organizational membership review, she believes there is opportunity at KU to have up to 4 organizational memberships through the various departments represented. Jack offered to reach out to KU and inquire about membership status and renewal. |
| Adjourn | | 1. Christi Wells made motion to adjourn the meeting. Steve Maheux second, motion APPROVED. Meeting adjourned at 11:21 AM. |



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Board meeting adjourned: 11:21 AM

Next meeting:

August 15, 2022

Minutes submitted by: Megan Gottschalk, Board Secretary

X

Megan Gottschalk
KPHA Secretary

X

Denise Schuele
KPHA
President