



Kansas Association of Local Health Departments
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Healthy People Build Strong Communities

Board of Directors Meeting Minutes August 15, 2017

Call to Order:

The August Board of Directors meeting of the Kansas Association of Local Health Departments was called to order at 10:02 a.m. on Tuesday, August 15, 2017 by KALHD board president Dana Rickley.

Acknowledgement of Board Members and Attendees Present:

President, Dana Rickley
Treasurer, Beth Brown
District 3, Jennifer Green
District 6 Alternate, Teresa Starr
Member-at-large, Dan Partridge
Executive Director, Michelle Ponce
Assistant Director, Heather Richardson
Crystal VanHoutan, Jefferson County
Kendra Baldrige, KDHE
Cristi Cain, KDHE
Aaron Davis, WSU

Acknowledgement of Online Attendees:

Aften Gardner
Chardel Hastings
Cheryl Goetz
Darcie Van Der Vyver
Diedre Serene
Donna Terry
Emily Strange
James Joerke
Jason Tiller
Karla Heble
Kristin Watkins
Ladonna Reinert
Leslie Pfannenstiel

Lindsay Payer
Lori Eichman
Marilyn Gamblin
Melissa Wachendorfer
Nick Baldetti
Pam Rickard
Paula Bitter
Rhonda Sperber
Rita McKoon
Robin Rziha
Sara Hodges
Shelly Schneider

Approval of Agenda

Dan moved to approve the agenda, and Beth seconded. The agenda was approved unanimously.

Approval of July Meeting Minutes

Teresa moved to approve the July Board of Directors meeting minutes, and Dan seconded the motion. The minutes were approved unanimously. Read the July minutes here: <http://www.kalhd.org/wp-content/uploads/2012/10/July-17-BOD-Minutes.pdf>

Executive Director's Report

Read the entire report in PDF format at: <http://www.kalhd.org/wp-content/uploads/2012/10/ED-Report-Aug-15-2017.docx>

Monthly Financial Report – Beth

Beth provided a brief update of the July financial packet. Dan moved to approve the Financial Report, and Diedre seconded the motion. The motion passed unanimously.

Midyear Meeting Report – Michelle

Michelle presented the final report of the midyear meeting. Read the entire report here: <http://www.kalhd.org/wp-content/uploads/2012/10/2017-MYM-Final-Report.pdf>

Annual Financial Audit Presentation – Cynthia Darting, Berberich Trahan & Co.

Cynthia presented a draft of the audit report. Final reports were mailed to board members in August 2017. For the year ending December 31, 2016, the auditors found no material weaknesses in the KALHD financial records or processes, and there were no recommendations for adjustments to be made to the KALHD company file in QuickBooks. Overall, the audit was a success.

Informatics Subcommittee – Update and Planning for Future Activities: Aaron Davis

The KALHD Informatics Subcommittee has asked KALHD members to assist in prioritizing subcommittee activities. Members helped Aaron prioritize tasks, and Aaron plans to relay the new information to subcommittee members.

- <http://www.kalhd.org/wp-content/uploads/2012/10/KALHD-Informatics-SubCommittee-Update-8-15-17.pptx>
- <http://www.kalhd.org/wp-content/uploads/2012/10/KALHD-Informatics-Payoff-Matrix-8-15-17.docx>

KDHE Updates – Cristi Cain

- Kendra Baldrige is new director of the KDHE Bureau of Community Health.
- PHAB site visit is scheduled for August 24-25 at KDHE.
- There was great participation in a webinar discussion hosted by KALHD regarding county commissioners proposing changes to public health services. The Neosho county resolution passed on August 9, and KDHE requested a copy of their plan of how they will provide statutory public health services. Neosho has not yet responded to our request. A similar letter went to Greenwood county, and they have responded. Please alert KDHE if there are other counties who are considering making major changes.
- The final version of the workforce assessment will roll out in September.
- The next population health call is Tuesday, August 22 at 10AM.
- New KSTRAIN coordinator is Tyson Ranch.

Member Open Mic

1. Chat Log:

LR: Has anyone had budget meetings with county commissioners stating we need to watch grants so our budget doesn't go over the tax lid?

LR: getting new grants

LP: Grants can be a separate line outside the normal budget.

RR: Yes, we are dealing with that right now.



LR: No, but it increases our budget by that amount. It is not outside of the normal budget.

LR Harvey: Ours is not included in county government budget. Some grants may require an independent audit depending on the amount.

LR: Our county auditors do not want to have accounts outside the normal budget. We are working on 2018 budget right now .

LP: But grants shouldn't change the mil levy allocation.

Reply from KAC:

I would assume few grants would mandate additional mills (maybe some could via match requirements of course). It's the property tax that is capped, nothing else about expenditures.

As your chat noted, many grants can be "outside" the budget (they show in the budget documentation as "non-budgeted funds"). K.S.A. 12-1663 allows this for federal grants, and K.S.A. 12-16,111 allows it for State grants.

I'm trying to find out if private grants can also be non-budgeted (I've found no confirmation yet; plan to ask a budget expert).

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2. Dana: Will online attendees please put full name and county upon login? Attendees can also edit their login name by clicking the icon in the upper right.

Dana & Michelle: The KALHD board has vacancies, including the President-elect, and in November, we will hold elections for the even-numbered regions, the Secretary-Treasurer and the two At-Large positions. Contact Dana or Michelle if you are willing to serve on the KALHD board.

Michelle: There are vacancies on the Medicaid workgroup (meets quarterly). Contact Aaron, Michelle or Cristi if interested.

3. Dana: What are people's thoughts on investing some of the KALHD funds that are in savings?
Dan: Some of those funds may be encumbered.
Michelle: The General fund balance gives a good estimate of the unencumbered funds.
Dan: I would want to know the trend over time to help decide. Also, an alternative to investing would be to hire another staff person.
Michelle: Our previous experience with a part-time administrative staff member did not work well for us. We can manage the workload currently, but we aren't able to take on much more if any. I prefer not to make any decisions until the PPHP grants are done.

The meeting was adjourned at 1:08 p.m.

Minutes submitted by: Heather Richardson



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