



Kansas Association of Local Health Departments
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Healthy People Build Strong Communities

Board of Directors Meeting Minutes November 16, 2017

Listen/view the meeting recording at: <http://kalhd.adobeconnect.com/paw8qciem7rz/>

Call to Order:

The November Board of Directors meeting of the Kansas Association of Local Health Departments was called to order at 8:00 a.m. on Tuesday, November 16, 2017 by Dana Rickley.

Acknowledgement of Board Members and Attendees Present:

President Dana Rickley
President-elect, Lindsay Payer
Past President, Fern Hess
District 1, Karla Heble
District 2, Paula Bitter
District 3, Jennifer Green
District 3 Alternate, Kristin Watkins
District 4 Alternate, Rayna Maddox
District 6, Teresa Starr
Executive Director, Michelle Ponce
Assistant Director, Heather Richardson
Loralee Tibbetts, Saline
Terry Brecheisen, Wyandotte
Marilyn Gamblin, Decatur
Rita McKoon, Miami
Sara Hodges, Ottawa
Kristina Romine, NEK
Lougene Marsh, Johnson
Shelly Schneider, Barton

Online Attendees:

Beth Brown
Candra Good
Chardel Hastings
Cristi Cain
Darcie Van Der Vyver
Emily Strange
Katie Schneider
Leslie Pfannenstiel
Lynnette Redington
Nick Baldetti

Approval of Agenda

Paula moved to approve the agenda, and Marilyn seconded. The agenda was approved unanimously, with an added break occurring before the election slate.

Approval of October Meeting Minutes

Paula moved to approve the October Board of Directors meeting minutes, and Dan seconded the motion. The minutes were approved unanimously.

Financial Report – Michelle

Michelle presented the monthly financial report for October 2017. Paula motioned to approve the report, and it was seconded by Dan. The motion passed unanimously.

Budget Review and Adoption – Michelle

Michelle presented the KALHD annual budget. If you would like a copy of this document, please contact Heather.Richardson@kalhd.org. Dan motioned to approve the report, and it was seconded by Paula. The motion passed unanimously.

Review of Proposed 2018 Board Meeting Calendar – Michelle

Michelle presented a draft 2018 board meeting calendar. The calendar was revised in an effort to boost in-person attendance. KALHD will reimburse board members for mileage for in-person board meetings in January, February, April, August, and November.

Finalized 2018 Board Meeting Dates:

- January 17, 2018 Board Orientation & Development (Board Members Only)
- February 20, 2018
- April 17, 2018
- June 19-20, 2018 (Midyear Meeting Conference and Board Meeting)
- August 21, 2018
- October 15-17, 2018 (KAC Conference)
- November 27, 2018 (KALHD Annual Meeting)

Executive Director's End of Year Report

Read the entire report in PDF format at: <http://www.kalhd.org/wp-content/uploads/2012/10/End-of-Year-ED-Report.pdf>. Jennifer motioned to approve the report, and it was seconded by Paula. The motion passed unanimously.

Approval of 2018 Policy Statement – Michelle

[View the 2018 Policy Statement at http://www.kalhd.org/wp-content/uploads/2018/01/2018-KALHD-Legislative-Policy-Statement.pdf](http://www.kalhd.org/wp-content/uploads/2018/01/2018-KALHD-Legislative-Policy-Statement.pdf). Karla motioned to approve the policy statement with two minor typo fixes, and it was seconded by Sara. The motion passed unanimously.

2018 Board of Directors Election

[View the slate of candidates at http://www.kalhd.org/wp-content/uploads/2012/10/slate.pdf](http://www.kalhd.org/wp-content/uploads/2012/10/slate.pdf)

Lindsay began the election of new Board of Directors by reviewing the slate of candidates. Sara moved to approve the election slate as presented. Marilyn seconded the motion, and a unanimous vote approved the slate.



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Lindsay ceremoniously passed the gavel plaque to Dana. Lyndsay welcomed Jennifer as the new President-elect.

Informatics Subcommittee – Aaron Davis

Aaron provided updates on the subcommittee's list of projects. [View the handouts Aaron used in his subcommittee update at: http://www.kalhd.org/wp-content/uploads/2012/10/Informatics-Subcommittee-Handouts.pdf](http://www.kalhd.org/wp-content/uploads/2012/10/Informatics-Subcommittee-Handouts.pdf) Please share these materials with your staff. The subcommittee meets monthly but members are available anytime to answer questions and assist with Informatics-related issues.

KDHE Updates – Cristi Cain (via chat log)

- Rachel Sisson's last day with KDHE is December 8th. An interim contact has not yet been identified.
- KDHE is hosting a webinar series in honor of National Public Health Thank You Day. View the flyer here: <http://www.kalhd.org/wp-content/uploads/2018/01/WebinarsforNationalPublicHealthThankYouDayrevised.pdf>.
- We will be training on Kansas Grant Management System (which is replacing Catalyst) soon. Watch for information. A recording will also be made available.
 - Online trainings will be 11/22 1:30-3:30 p.m., 11/29 1:30-3:30 p.m., 12/1 9:30-11:30 a.m., 12/4 9:30-11:30 a.m. and 1:30-3:30 p.m., 12/6 9:30-11:30 a.m. and 1:30-3:30 p.m., and 12/8 9:30-11:30 a.m. We are copying over all data from Catalyst to KGMS.
 - The new system will be active on January 1st and all FSRs and progress reports for this quarter will be entered into KGMS by January 15th--not Catalyst.
 - DW has a separate contract with Catalyst that they will continue. The change is with Aid to Local grants and CDRR reporting. There was some confusion with CDRR that we are working through. The plan right now is that they will convert as well. We will make sure all of you receive the latest information.
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Partnership and Process in Public Health: Uniting Communities to Make Progress on the KALHD Vision – Jessica Fiscus, CEI

View the flyer here: <http://www.kalhd.org/wp-content/uploads/2012/10/PPP-Recruitment-Handout.pdf>

This is an eight-month program offered by the Kansas Department of Health and Environment (KDHE) and the Kansas Association for Local Health Departments (KALHD) for up to 12 participants representing 6 communities.

The purpose of this pilot is for participants to learn together how to start and most importantly, continue in the adaptive work of making progress on the KALHD vision. KALHD's vision is a system of local health departments committed to helping all Kansans achieve optimal health by providing Foundational Public Health Services (FPHS). Focus will be on the process of the work in addition to the participant's expertise. The training is free to participants. Each will receive a \$50 travel reimbursement for each session for all travelers traveling greater than 30 miles, one night of hotel for each session, and majority of the meals. There is no cost to attend.

Interested applicants or applicant teams should contact Jessica Fiscus, Jessica.fiscus@wichita.edu, or Kristina Helmer, Kristina.helmer@wichita.edu by February 14.

Adjourn

Dan motioned to adjourn, and Marilyn seconded the motion. The meeting was adjourned at 10:57 a.m.

Minutes submitted by: Heather Richardson



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