

Board of Directors Meeting Minutes August 21, 2018

Call to Order:

The August Board of Directors meeting of the Kansas Association of Local Health Departments was called to order at 10:03 a.m. on Tuesday, August 21, 2018 by Jennifer Green.

Acknowledgement of Board Members and Attendees Present

President-Elect Jennifer Green
Past-President Dana Rickley
District 3 Terry Brecheisen
District 5 Diedre Serene
District 5 Alternate Lynnette Redington
District 6 Teresa Starr
Member-at-Large Jason Tiller
Executive Director, Michelle Ponce
Assistant Director, Heather Richardson

Cristi Cain, KDHE
Stacey Hammond, Berberich Trahan & Co.

Online Attendees

District 1 Alternate Cheryl Goetz
Crystal VanHoutan
Dan Partridge
Darcie Van Der Vyver
Fern Hess
Ladonna Reinert
Lori Eichman
Melissa Wachendorfer
Michelle Billips
Member-at-large Nick Baldetti
Pam Rickard
District 2 Paula Bitter
District 4 Paula Rowden
District 6 Alternate Rita McKoon
Sarah Hodges

Approval of Agenda

Terry moved to approve the agenda, and Lynnette seconded. The agenda was approved unanimously, with two changes:



- move the Annual Audit Report presentation by Stacey Hammond next on the agenda
- move the MYM final report to just after the member open mic.

Annual Audit Report to the Board – Stacey Hammond

Stacey presented a draft of the audit report. Final reports were mailed to board members in August 2018. For the year ending December 31, 2017, 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.

Approval of June Meeting Minutes

Jason moved to approve the June Board of Directors meeting minutes, and Dana seconded the motion. The minutes were approved unanimously.

Executive Director's Report

Read the entire report in PDF format at: <http://www.kalhd.org/wp-content/uploads/2018/08/ED-Report.pdf>

Important Dates:

- KALHD Informatics Subcommittee: August 28, 11:00-12:00 via Adobe Connect
- KEHA Conference School Inspection Workshop: September 12 (full conference September 12-14)
- KAC Conference: October 15-17, Sheraton Overland Park Conference Center (KALHD Meeting October 17)
- KDHE-KALHD-WSU Medicaid Workgroup: October 26 in Topeka
- KALHD Annual Meeting: November 13, Wichita

Financial Report – Michelle

Michelle presented the monthly financial report for July 2018. Diedre motioned to approve the report, and it was seconded by Dana. The motion passed unanimously.

Future of Public Health in Kansas Report Action Planning and FPHS Subcommittee/Pathfinder Projects – Michelle, Jennifer

KALHD has executed a contract with the remaining PHPP funds with CEI to facilitate action planning and develop a tracking process for the recommendations in the Future of Public Health in Kansas report. An initial action planning meeting will be held on September 19 in Salina. All board members and other interested members are encouraged and welcome to participate.

Please view the handout: <http://www.kalhd.org/wp-content/uploads/2018/08/FPHS-Strategic-Thinking-and-Doing-One-Pager.pdf>. This is the general layout of the September 19 meeting. The primary elements of this meeting:

1. What priority “possible actions” will we pursue in the next year?
2. Based on priorities, what Pathfinder Projects will move us in the right direction?
3. What is our capacity to support progress?
4. Introducing: What are next steps for Pathfinder Project teams?

KDHE Updates – Cristi Cain

- KGMS rollout is on schedule. There are seven training events scheduled. If you haven't received notice, please contact Cristi.
- FSRs and PRs should be completed in KGMS and the deadline is October 15.
- Regional public health meeting listening tour going well. Thank you for all the great information.
- Kan Be Healthy Screenings: The State does require a form to be used, and the Bright Futures form is acceptable. You can use your own form as long as it meets the requirements set forth by the Kan Be Healthy manual. Members prefer a standardized form, but it is not yet available.



- GPHC April 2-4, Hilton Garden Inn, Manhattan
- KPHA October 2-3, Wichita
- Stillbirth Campaign materials are available via the KDHE MCH program.
- Fred the Preparedness Dog: Please contact KDHE if you would like Fred to visit your health department.
- Funding opportunity: Opioid Grant. KDHE submitted a proposal to work through local health departments to help form community collaborations that would work to address opioids and other drugs. KDHE will provide mini grants to local communities. Stay tuned!
- Funding Opportunity: Mental Health First Aid training. There will be mini grant funding available to LHD's as well. Stay tuned!
- School inspection discussion at KEHA conference. If you can't attend the KEHA conference, there will be additional opportunities to hear this information.
- KDHE Staff Changes: Intern Brook Sisson will be focusing on SDoH. She will be working with the state formula data and following up with member to conduct key informant interviews, and eventually form a process for sharing ideas.
- Communications intern idea: They will focus on KS PH and work with TRAIN staff to create videos. One video idea is to use Dr. Shah's football offensive line analogy. Board members agreed and Cristi will move forward.

Member Open Mic

NB: Has anyone received and/or certified/recertified with Aetna? Reno has not seen anything.

LR: Some counties have received paperwork. We contacted Aetna, worked with them to set up a new contract.

PB & JG: We received a phone call and application via email.

DR: Does anyone have updates on ACES training?

JT: We did ours on August 1. It was good training.

LR: We worked with our community foundation to fund a presentation and 2-day workshop.

Midyear Meeting Report – Michelle

View the final report here: <http://www.kalhd.org/wp-content/uploads/2018/10/2018-MYM-Final-Report.pdf>

Data Reporting Research Project – Dan, Charlotte

Dan: About 2 years ago, the request changed from client level data entry to a more duplicative entry process. About a year ago, WSU, (as part of the existing Informatics work) conducted a well-responded to survey. Results were that many LHD's were doing double and triple data entry. It is still an inefficient process as resources are scarce.

This spring, we were told the aggregate reporting has a sunset of July 1, 2019. My LHD and other large LHD's are having trouble responding to that in a way that doesn't consume resources unnecessarily, so we can put those resources to our clients.

How do we approach this differently and more of a solution lens?

That led me to a set of research questions:

What are the federally mandated reporting requirements for each program?

Are federal reporting requirements currently being met with aggregate reporting?

If not, what additional data reporting is needed to meet federal requirements?

What are the KDHE mandated reporting requirements for each program?

Are KDHE reporting requirements currently being met with aggregate reporting?

If not, what additional data reporting is needed to meet KDHE requirements?



What are the potential solutions to provide unmet federal data reporting requirements?
What are the potential solutions to provide unmet KDHE data reporting requirements?
What is the Return On Investment (ROI) to implement these solutions?

A neutral third party would help us with getting this research completed.

Charlotte: We have been developing these questions for years and having a neutral third party ask these questions is what we are asking the board to support and approve today.

Dan motioned to have Michelle pursue the development of a draft RFP to do the work, and the cost of this contract. Michelle will present this draft to the board during the October meeting. Jason seconded the motion, and the motion passed with 19 in favor and 1 opposed.

Denise Kelly (Meet the new Director)

Denise introduced herself, and fielded general questions from members.

CG: Please consider coming out to the regional meetings with Teri Caudle so we can meet you.

Email questions:

Coordinators has some questions related to expenses and percentages of KALHD meetings that can be paid using PHEP dollars. In prior years, it has been approved to use PHEP funds for travel to KALHD meetings. There is usually a specific PHEP session at these meetings. Is there going to be a general request in advance or do we seek approval for each meeting?

Has KDHE provided guidance on what is approved and not approved?

DK: As you're preparing your budget, you can assume that it will be approved, or you can leave it off, and do an amendment later.

DK: Who has comments on the Workplan approval process?

Michelle described the typical process used, and how this past year's process was frustrating and inefficient. Many of the problems encountered could have been prevented if the PHEP team met and followed the process we used to use.

Adjourn

Terry motioned to adjourn, and Jason seconded the motion. The meeting was adjourned at 1:42 p.m.

Minutes submitted by: Heather Richardson



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