Kansas Association of Local Health Departments

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Healthy People Build Strong Communities

Board of Directors Meeting Minutes

June 19, 2019

# Call to Order:

The June Board of Directors meeting of the Kansas Association of Local Health Departments was called to order at 10:02 a.m. on Wednesday, June 19, 2019 by Jennifer Green at the Hotel at Oldtown in Wichita, KS.

# Acknowledgement of Board Members and Attendees Present

Aaron Davis, CEI

Adrienne Byrne

Aften Gardner

Angela Reith

Cristi Cain, KDHE

Crystal Van Houtan

Dan Partridge, Treasurer

Dana Rickley

Dennis Kriesel, KALHD

Fern Hess

Greg Crawford, KDHE

Heather Richardson, KALHD

Janet Wertzberger

Jason Tiller, President-elect

Jennifer Green, President

Karla Heble, District 1

Kerianne Ehrlich

Ladonna Reinert

Lenora Henderson

Linda Ochs

Lindsay Payer, Past President

Lisa Kenworthy, District 3

Lynnette Redington, District 5

Mary Beverly

Nancy Mitchell

Pam Rickard

Paula Bitter, District 2

Paula Rowden, District 4

Rayna Maddox, District 4 Alternate

Rebecca Adamson

Rita McKoon, District 6 Alternate

Ruth Walker

Sara Hodges

Shelly Schneider, Member-at-large

Susan Belt

Terry Brecheisen

Thomas Langer

Ty Kane, CEI

Vicki Lindsey-Ross

Virginia Downing

# Approval of Agenda

Tom motioned to approve the agenda, and Lindsay seconded. The agenda was approved unanimously.

**Approval of May Minutes**

Lisa moved to approve the May minutes, and Lynnette seconded. The minutes were approved unanimously. View the May minutes: <https://www.kalhd.org/wp-content/uploads/2019/06/May-Minutes.pdf>.

**May Financial Report**

Dan presented the monthly financial report for May. Tom motioned to approve the report, and it was seconded by Lindsay. The motion passed unanimously.

**Budget Review**

Dennis reviewed the 2019 KALHD budget. Contact heather.richardson@kalhd.org for a copy of this report.

**SDoH Report, FPHS Next Steps, and Membership Engagement Report (CEI Staff)**

Ty presented results of the member engagement survey. View the report online: <https://www.kalhd.org/wp-content/uploads/2019/06/KALHD-2019-District-Meeting-Membership-Feedback-Report.pdf>

Ty summarized the SDoH discussions that occurred during the 2019 KALHD district meetings. View the report online: <https://www.kalhd.org/wp-content/uploads/2019/06/KALHD-2019-District-Meeting-Report-SDoH.pdf>

Ty presented results of FPHS discussions during the KALHD district meetings. These discussions were focused on future directions for three priority Kansas FPHS areas: Assessment, Environmental Health and Policy Development and Support. View the report online: <https://www.kalhd.org/wp-content/uploads/2019/06/KALHD-2019-District-Meeting-Report-FPHS.pdf>

**KAC Update**

Dennis provided the KAC update in Nick’s absence.

* KALHD lease: KAC voted to give notice to LKM that they are vacating. KAC will move to KNEA building, and KALHD is welcomed to go along with them. KAC will work with KNEA to pursue a sublet arrangement. If that’s not an option, Dennis will work with KNEA directly. The rent will be significantly less.
* KAC is getting closer to hiring a new Executive Director. There are 4 remaining candidates, and they expect to have a new ED working by August 1.

**Executive Director’s Report**Read the entire report here: <https://www.kalhd.org/wp-content/uploads/2019/06/ED-Report-6-19-2019.pdf>.

Highlights:

* Finney County renewed their dues and are back on the roster
* The board is not yet prepared to adopt new bylaws changes, as they are still being edited. Some of the changes include:
	+ Clarify the role of alternates
	+ Clarified board resignation process
	+ Governance guidelines added
	+ Removed outdated/unnecessary committees
* Impact and Capacity Grant: KHF approved the grant request of $25,000. This grant funds staff time related to tracking legislation and creating testimony/letter templates
* Important Dates:
	+ KALHD Board of Directors Meeting: July 16 (in-person)
	+ KAC Annual Conference/KALHD Annual Meeting: November 12-14 (Hyatt Regency Hotel & Century II Convention Center, Wichita, KS)
		- NOTICE: The KALHD Annual Meeting portion will take place on Thursday, November 14, 2019 at 9:30 am

**KALHD Dues Formula Proposal**

View the proposal here: <https://www.kalhd.org/wp-content/uploads/2019/06/2020-Dues-Proposal.pdf>

Proposed formula: Base: $510.00, Per Capita Rate: $0.01(per capita to be applied to the latest Certified Population by the Kansas Division of Budget). Fern motioned to adopt the new dues proposal, beginning with the 2020 dues cycle. Tom seconded, and the motion passed unanimously.

**Board Member Discussion/Sharing**

* South Central Metro PHEP Region, Tom Langer: KALHD petition KDHE to allow administrative rights to fiscal agents in KGMS to submit for regional PHEP. Dennis agreed to reach out to Denise Kelly.
* Lougene’s retirement is July 12, in Olathe.
* Lindsay Payer: What are our next steps on the CEI documents presented earlier in the meeting? Dennis will add it to the July KALHD board meeting agenda.

**Adjourn**

Tom motioned to adjourn, and Lindsay seconded. The meeting adjourned at 11:39 a.m.

Minutes submitted by Heather Richardson