

**2024 KALHD Annual Meeting
Meeting Minutes
December 7, 2023**

Board Members

Jason Tiller, Board President
Brie Greeson, President-Elect
Dana Rickley, Past-President
Julie Gibbs, Secretary-Treasurer
Karla Heble, District 1 Representative
Jennifer Cure, District 1 Alternate
Paula Bitter, District 2 Representative – left 10:50 a.m.
Kendra Walsh, District 4 Representative
Lynnette Redington, District 5 Representative
Karla Nichols, KAC Representative and District 5 Alternate
Lisa Scott, District 6 Representative

Attendees

Eli Caldwell
Aaron Davis
Kory Owen
Jennifer Hurst
Nicole Keim
Tonya Medina
Sara Hodges
Brenda Weaver
John Hultgren
Krista Schneider
Broderick Bean
Sheridan Schaben
Vicki Lindsey
Denise James
Teresa Fisher
Crystal VanHoutan
James Downs
Meckenzie Kelly
Christena Beer
Shuti Chhabra
Dawn Jones
Shelly Schneider
Cristi Cain

Staff

Randy Bowman, Executive Director
Shelby Ostrom

Call to Order

Jason Tiller, outgoing board president called the meeting to order at 9:30 a.m. at the Kansas Association of Counties conference and tradeshow at the Century II Convention Center in Wichita, Kansas.

Board Roll Call

Randy Bowman, KALHD Executive Director took a board roll call. He determined a quorum was present.

Approval of Agenda

Jason requested a change in the agenda to include updates from Aaron Davis from Wichita State University CPHI. This agenda item was placed after the KAC update from Karla N.

Jason requested a motion to approve the agenda as amended. Karla Heble approved the motion, and Lynnette Redington seconded the motion. The motion was unanimously approved.

Approval of October 2023 minutes

Jason shared the October 2023 minutes. No changes were presented. Brie Greeson, President-Elect motioned to approve the minutes. Paula Bitter seconded the motion. The motion was unanimously approved.

Monthly financial reports: October and November 2023

Julie Gibbs, Secretary/Treasurer shared both the October and November 2023 financial reports. Overall, KALHD remains in a stable financial position. Lynnette noted that the November 2023 report states "October". The reports were changed to reflect this correction.

Jason asked for a motion to approve the financial reports and place it on file. Karla H. motioned to approve the reports and place them on file. Lynnette seconded the motion. The motion was unanimously approved.

KDHE Updates

Cristi Cain from KDHE gave various updates.

Governor's Public Health Conference

The GPHC will be hosted on March 4-6, 2024, in Wichita at this hotel. Natalie Fikes has been announced as the keynote speaker. Cristi also shared that there will be additional speakers. The agenda has not been released; however, it will be released when registration opens on January 22, 2024. Cristi also recommended that attendees get their hotel reservations on that date.

Workforce Development Grant/Public Health Infrastructure Grant

You should have received your contract in error last week. Cristi and her team are fixing the contracts. Please upload them to KGMS when you sign and approve the new version. The name of the file will be “corrected version”. Commissioners are not required to sign it, but LHD administrators can sign it.

You can re-upload the documents to KGMS once they are updated. Cristi shared that they do not know when the checks for the first 25% of your first budget year will be distributed, but they will come soon. You can also contact your regional specialist for help.

A question was asked for those who applied for funding and their commissioners are still on the fence about using the money. There is a pool of money for some extra funding for health departments who were not able to apply for the original contracts. Cristi shared the ideas that were developed. The group had a discussion on the presented ideas, which include a pool of money for paid training, another pool of money for those who did not originally apply for the grants, a population-based formula, accreditation, and pathways program fees, and purchasing an app for self-care/employee assistance program.

The group also discussed the idea of hosting a resource bank for policy documents or an index. Jason suggested it was time for an update to the Local Public Health Department manual.

Approval of the Public Health Infrastructure Grant Concurrence Letter

Randy, Cristi, and Jason moved into a discussion about the concurrence letter. The KALHD board will be involved with the use and approval of this funding with spelling and description changes in the letter. **Jason asked for a motion to approve the concurrence letter. Karla N. moved to approve the letter. Karla H. seconded the motion. The motion was unanimously approved.**

KAC Update

Karla H. gave an update on KAC activities that have happened during the conference.

CPHI Update

Aaron Davis gave an update on CPHI activities. Including:

AI Community of Practice Group

This group will be meeting virtually today. This group focuses mostly on AI in government and how to utilize AI in public health activities.

Data modernization survey

CPHI and the KALHD Informatics group have developed a data modernization survey for LHDs. This survey will be released in the new year.

Community Health Workers

CPHI serves as the AmeriCorps Hub for community health workers. They will be reaching out about projects.

Kansas Public Health Collaborative

Partnership between various organizations. They are working on a public health champions effort now, so please reach out to Kendra at CPHI if you would like to highlight someone.

Billing Symposium

Another billing symposium will be held in April 2024. A larger focus on EHR system and updates to the billing/resource manual.

Governmental Public Health Young Professionals Group

Aaron shared information about a CPHI idea on young professionals and a group for them. The group gave feedback to Aaron that that would be a good idea.

2024 Proposed Budget Approval

Randy shared the proposed budget with the board and member attendees. Much of the current budget will remain the same, however, he wanted to note that the PHEP contract will be expiring at the end of this year and an RFP process will be beginning in the late winter and early spring. KALHD is expected to maintain that contract, however, there is a possibility that KALHD will not get that grant and budget changes will be needed.

The KIP immunization grant is also expected to end in June 2024. The CDC has let KALHD know that the contract may be extended into 2025. The budget reflects the Assistant Director position being filled.

Dana Rickley noted that the Amazon Smile budget item should be removed. Randy removed the Amazon Smile line item. The projected revenue change will be \$338,107 and the expenditures changed to \$304,119 for the 2024 budget. Jason asked for a motion to approve the 2024 budget, Brie moved to approve the budget. Karla N. seconded the motion. The motion was approved.

Approval of the 2024 Board Meeting Schedule

Randy shared the projected schedule for the 2024 meetings both in person and online via zoom. Jason asked for a motion to approve the 2024 board meeting minutes. Lynnette moved to approve the meeting schedule. Dana seconded the motion. The motion was approved.

Assistant Director Report

Shelby shared project updates on the KIP immunization grant. There was a question about the 2024 immunizations conference. Shelby will speak to Lauren at the immunization program about what we can do to work within the schedule.

Executive Director Report

Randy gave an update on organizational activities including his transition and overall activities.

Jason shared that the next two items are an all-member vote.

Approval of the 2024 KALHD Legislative Agenda

Randy shared KALHD's proposed legislative policy priorities. Much of the document is the same as previous years. There were a couple of formatting changes to the overall document. The members provided feedback and made changes to resilient communities to include health and general literacy.

Shelby shared that the Kansas Public Health Association will have a broader agenda, so there will be other organizations who will be advocating for similar things. Karla N. also shared that the KAC policy statement includes public health provisions.

Jason asked for a motion to accept the 2024 policy statement with presented corrections. Lynnette moved to approve the policy statement. Sara Hodges seconded the motion. The motion was approved.

Approval of the 2024 Board of Directors Officers

Randy shared the slate for the board of directors for 2024. Jennifer Cure (district 1 alternate) will move to the President-Elect position. The district #1 alternate will be left vacant at this time. Jason opened the discussion to additional volunteers for board positions and moved to approve the slate of officers for the 2024 board of directors. Karla H. moved to approve the slate; Sara seconded the motion. The motion was approved.

Jason, outgoing board chair, shared comments of thanks to the board of directors for his time serving as the board chair.

Adjournment

Brie Greeson, 2024 Board Chair, adjourned the meeting **11:33 a.m.**