

**KALHD Board Meeting
Meeting Minutes
January 16, 2024**

Board Members

Brie Greeson, President
Jason Tiller, Board Past-President
Jennifer Cure, President-Elect
Julie Gibbs, Secretary-Treasurer
Karla Heble, District 1 Representative
Paula Bitter, District 2 Representative
Leslie Campbell, District 3 Representative
Kendra Walsh, District 4 Representative
Lynnette Redington, District 5 Representative
Lisa Scott, District 6 Representative
Cortney Murrow, District 2 Alternate
Crystal VanHoutan, District 3 Alternate
Karla Nichols, KAC Representative and District 5 Alternate
Adrienne Byrne, At-Large #2

Attendees

Sara Hodges
Denice Cragg
Ruth Walker
Misty Trudeau
Heaven Schuette
Krista Schneider
Nicole Keim
Melissa Miller
Teresa Fisher
Denise Lovelady
Kendra Glassman
Karen Winkelman
Christena Beer
Ray Finley
Aaron Davis
Kristy Stewart
Darcie Van Der Vyver
Dana Rickley
Diana Parke
Lori Eichman
Angie Kahle
Amy Hallauer

Tonya Medina
Elisha Caldwell
Shelly Schneider
Cristi Cain

Staff

Randy Bowman, Executive Director

Call to Order

Brie Greeson, President, called the virtual meeting to order at 10:03 a.m.

Board Roll Call

Brie conducted a roll call of board members and determined that a quorum was present.

Approval of Agenda

Brie asked for any changes to the agenda, and none were identified. **Karla Nichols moved to approve the agenda which was seconded by Paula Bitter. The motion was unanimously approved.**

Approval of December 2023 minutes

Brie referenced the December 2023 minutes provided with the meeting materials. **No changes were identified, and Lynnette Redington motioned to approve the minutes. Leslie Campbell seconded the motion. The motion was unanimously approved.**

Monthly Financial Report

Julie Gibbs, Secretary/Treasurer shared the December 2023 financial report. KALHD realized a net financial loss of \$15,901.11 for the month with \$14,947.29 in total income and \$30,848.40 in total expenses. As of December 31, 2023, invoices in the amount of \$44,387.41 have been submitted and are payable to KALHD.

Brie asked for a motion to approve the financial reports and place it on file. **Jennifer Cure motioned to approve the reports and place them on file. Jason Tiller seconded the motion. The motion was unanimously approved.**

Governance Guidelines

As this is the first Board meeting of the year, and of this new Board membership, Randy Bowman reviewed the KALHD Governing Board Governance Guidelines for the members. The document is included in the materials for this meeting and the key responsibilities of each member were reviewed.

KDHE Updates

Cristi Cain gave multiple updates.

Quarterly Regional Public Health Meetings

Meetings begin this week and continue into early February. The agenda includes presentations on WIC, workforce development grant brainstorming session, and a presentation on KGMS.

Governor's Public Health Conference

The GPHC will be hosted on March 4-6, 2024, in Wichita. Registration opens on January 22, 2024.

Workforce Development Grant

As a follow-up to the December meeting, KDHE received the KALHD concurrence letter describing the agreed upon use of available funds for the benefit of all health departments. This has been reviewed by KDHE leadership and KDHE will bring to the KALHD Board future proposed expenditure items for a vote by the Board.

Cristi acknowledged and apologized for the delay at KDHE in issuing payments to LHD's for the workforce development grants. Payments are being processed and a definitive date to expect payments was not available.

KDHE proposed and asked the Board to consider a vote on the use of a undetermined amount of the available workforce funds to develop and provide LHD staff training on Kan Be Healthy (KBH) screening. KDHE has an opportunity to work with Washburn University to develop this training that has been a previously identified and discussed need. The members present discussed that not all LHD's do KBH screening, yet this would benefit some, and others will benefit from future projects if they do not benefit from this specific training.

After discussion, Brie asked the members if they wanted to vote on this or ask for more information for the February meeting. **Based on the discussion, Jennifer Cure motioned to approve the expenditure of workforce development grant funds for KBH training for LHD's. Jason Tiller seconded the motion. The motion was unanimously approved.**

ATL Grant Applications

Reminded participants that the state fiscal year 2025 applications for Aid to Local (ATL) Government grants are currently open.

Workforce Assessment Survey

Discussed the upcoming workforce assessment survey of KDHE and LHD staff. Past participation rates have been good at approximately 70%. With input of the KALHD members, KDHE hopes to sustain high levels of participation and to structure the survey, so it is meaningful and useful for everyone. It was suggested that KDHE include this topic on a future public health power hour to help membership, in particular newer directors, to have more information on this topic. KDHE anticipates opening the surveys to participants this summer and recognizes that the approximately :30 minutes for each staff to complete has an impact on LHD resources.

Questions From Members

Referencing the ATL grant applications and the impact on staff, Elisha Caldwell asked Cristi about any future potential to lessen this impact on LHDs. In response she indicated there has been some discussion of going to a multi-year process or other strategies to streamline the process. She will follow up with Eli to discuss this concept further.

WSU Update

Aaron Davis provided an update on the data modernization funds that states will be receiving and the potential for those funds to make meaningful improvements. Through the KALHD Informatics subcommittee, WSU is working on an assessment to identify the various systems used by LHDs that will inform future work with the state to improve data systems. Should have more details for LHDs in a few weeks.

KAC Update

Karla Nichols gave an update on KAC resources that are available via the Kansas Association of Counties (KAC) Kansas County Happenings newsletter. Including that LHD members can sign up for Legislative updates that Jay Hall presents on Friday afternoons between 2-3:00 p.m.

Executive Director Report

Randy gave an update on organizational activities including outreach to SSC Advisors to begin 2023 audit work, that the accounting firm who has provided income tax services to KALHD notified him that they will not be able to continue providing these services and as a result he will need to find a new firm, and that after researching interest rates he will work to move the funds in the saving account at the Bank of America to a money market account to earn a higher interest rate on these assets.

Project updates including worked with Aaron Davis to submit a proposal on December 29th to KDHE for a new project to create the Policy and Procedure Repository that was discussed at the last meeting as still being a priority need. Met with KDHE staff on possibility of an extension to KIP funding and none are yet available. Is future potential, but until know more will need to leave the Assistant Director position vacant. Planning for Immunization Symposium continues thanks to the team at WSU. The date conflict between the KALHD Mid-year Meeting and immunization conference has been resolved thanks to KDHE moving the conference to the week of May 20th. Met with PHEP Advisory Team and KDHE is anticipating possible federal changes in this next 5-year cycle, but not yet received that official guidance. KALHD and the Association of Community Mental Health Centers of Kansas (ACMHCK) seized the opportunity to partner to work on integration of health and behavioral health. This opportunity was not known until the KAC conference, so seized the opportunity even though could not have a discussion with the membership before beginning this work.

In response to a question, Randy responded that he will begin working on invoices for dues and hopes to send those out to members next week.

Open Discussion

Adrienne Byrne described her LHDs recent experience with a person presenting themselves in the clinic as a “1st Amendment Auditor” and how that experience impacted the staff and the organization. Other members contributed that they and/or other county agencies have been similarly targeted by such individuals. Cortney offered that KCAMP as an insurance program for Kansas counties has some training resources that could be accessed.

Brie thanked everyone for the support during what was her first meeting as President.

Adjournment

Brie adjourned the meeting **11:27 a.m.**