

**Q4 of FY 2025 PHEP Advisory Team
Meeting Minutes
March 31, 2025**

Attendees

Skye Reid	Cindy Mullen	Shelly Schneider
Amber Kelly	Steve Maheux	Dana Rickley
Tamara Wilkerson	Lisa Beebe	Tom Langer
Luke Johnson	Kendra Baldrige	Randy Bowman
Nancy Griffith	Natalie Savage	

Meeting Start and Approval of Agenda

Randy Bowman started the meeting at 2:01 p.m. Randy asked if there were any changes to the agenda and none were identified.

Review of draft KDHE Workplan for Budget Period 2

Amber Kelly led a discussion on the draft workplan that KDHE developed and was distributed with the agenda prior to the meeting. The group went through each of the nineteen (19) items in the workplan. Some items remain unchanged from the previous budget period and discussion focused primarily on those with revisions. Revisions that are proposed are focused on clarifying language on tasks while sustaining the same activities as the prior budget period. For some items the group identified revised language or language that will be revised after the meeting by KDHE based on the input from this discussion.

The following next steps were identified to advance this workplan for KDHE submission to the federal government with the State's annual funding request.

- KDHE application due May 6, 2025
- KDHE will revise and provide another draft to KALHD by April 8, 2025. If more time is necessary, KDHE will update KALHD.
- KALHD will circulate draft to this team, any comments may be submitted via email but no additional meetings of this group will be scheduled on this workplan.
- KALHD will draft a concurrence letter and provide draft to KDHE by April 8, 2025
- The annual concurrence letter will be an agenda item at the April 15, 2025 KALHD Board meeting. KDHE will be included on the agenda to present the workplan and answer any questions from the Board.
- KALHD will provide KDHE a final concurrence letter after the Board meeting and in advance of the May 6th deadline.

Funding amounts will not be known until after the federal approval. Those are typically available and shared with local health departments after July 1st. Federal instructions are to base the application on flat funding and if that changes adjustments would need to be made later.

Update on potential partners that could represent health equity on our advisory committee

Kendra Baldrige thanked the group for the discussion on this topic in the previous meeting. She recommended to the group that based on changes that are occurring at the federal level, that we pause this discussion until

more clarity is available. The KDHE team has also discussed the potential benefits of establishing a charter for this group and reviewing all membership. Randy shared with the group that the Kansas Legislature also passed legislation this session that will require the Department of Administration to certify to the Finance Council the elimination of all diversity, equity and inclusion (DEI) activities by State Agencies.

The agenda for the SFY2026 Quarter 1 meeting will include an item to discuss a charter and membership.

Upcoming year- Budget Period 1 – exercise plan for LHDs/Regions/and CRI's

Luke Johnson KDHE shared that almost all exercises have been completed with two more remaining in April. Onsite the feedback has been pretty positive but that may not be representative of everyone so KDHE will be asking regional coordinators for additional feedback. For some counties they would have liked to have more engagement and substance to the exercise, for others the exercise was a lot to accomplish. The next regional coordinator meeting and going into the next planning meetings will be opportunities to identify lessons learned and make any adjustments for the future.

General PHEP Updates

- Cindy Mullen shared that their regional exercise had to be rescheduled due to weather. But looking forward to that happening.
- Randy Bowman recognized the response and the impact of the recent emergency on I-70 in Cindy's region in which 80 some vehicles were involved with multiple injuries and deaths. And shared that he had a preliminary conversation with some in the area about sharing this response in the upcoming article KALHD does for Commissioners on PHEP.

Meeting cadence for SFY2026

Randy Bowman proposed the continuation of the August, November, February and April meeting schedule for next year. From the discussion, meetings will be scheduled early in each month in an effort to align with likely timeframes of the federal grant cycle. He will develop and send out a meeting schedule soon after this meeting.

Adjourn

Kendra thanked everyone for their contributions to this discussion.

Randy Bowman adjourned the meeting at 3:59 p.m.