

Executive Director Report July 10, 2024

Organizational Updates

- Filed KIP reimbursement request submitted for June 2024 in which \$27,271.76 is owed to KALHD.
- Filed PHEP reimbursement request submitted for the 4th Quarter of FY2024 in which \$9,486.38 is owed to KALHD.
- Confirmed with KDHE that they have budgeted \$3,000 for KALHD travel expenses associated with the Public Health Roadshow (a.k.a. County Commissioner Roadshow). This should be adequate to cover actual costs.
- Notified NACCHO on July 9th requesting a final invoice for LHD NACCHO membership dues paid to KALHD. Total collected funds are \$24,270. Invoice will be paid after receipt.
- Our payroll provider, Paychex, provided an e-mail update on July 8, 2024 which indicated they are still reviewing prior errors in submitting KALHD payroll tax information. No action required at this time.
- KALHD sub-leases office space from the Kansas Association of Counties (KAC) who has negotiated an additional 3-year term on their current lease from the Kansas chapter of National Education Association (KNEA). After having a preliminary conversation with Bruce Cladny, KAC Executive Director, my intent will be to sign an extension for KALHD for 2025, and if terms are favorable for the duration of the current KAC lease. This arrangement has been favorable for multiple locations over many years and at a cost that is highly unlikely to be less at any other location.

Project Updates

- KDHE did not receive any workforce grants this month. As a result, the ad hoc sub-committee on Workforce Investment Grants did not meet in July. And there was no need for a consent item on the July KALHD Board agenda.
- PHEP: On July 10, 2024, received official notification from the Procurement Officer at the Kansas Department of Administration (KDoA) that KALHD has been offered the contract to continue providing Outreach preparedness Coordinator services to the State of Kansas, KDHE. This will be for state fiscal years 2025 and 2026 (to June 30, 2026) with the possibility of an extension for an additional 36-months (to June 30, 2029). Our bid amount was accepted at \$55,672.60 per year. The contract document was returned to KDoA the same day and now awaiting next steps on their end to finish.

- The annual audit for KALHD business year 2023 continues to be ongoing with the audit firm. I placed this as pending on the agenda for the July Board meeting, just in case the auditor responds at the end of this week. But looks most likely that this will carry over to our September meeting.
- Planning for the 2025 Mid-Year-Meeting begun by inviting the LHD members of the 2024 planning team to continue for 2025. As our contract with the Holiday Inn at Salina has ended, I have sent information to multiple venues in the Salina, Hutchinson, Manhattan and Wichita communities to inquire about availability for June 2025 and costs. Those bids are beginning to come in and I will schedule a planning team meeting in late July or early August to discuss our options before making a site selection and to begin planning for 2025.

2024 Mid-Year Meeting Wrap-up

- Received survey data from WSU for the MYM evaluations. Thank you to those who completed them after attending!
- Invoiced KDHE Immunizations program under our KIP grant for the budgeted scholarships that cover the registration costs of Administrators and speakers. \$14,650 is expected to be reimbursed.
- We have not yet been invoiced by WSU for their services and the hotel food and beverage costs. Also not been notified of final value of registrations paid. Those figures in the attached report are budgeted, not actual.
- Compiled this information into the report that is included with materials for this meeting.

Important Dates to Remember

- September 12-13 Kansas Public Health Associations 2024 Conference in Overland Park, Ks
- September 17, 2024 KALHD Board meeting – virtual
- October 2-4 The Kansas Prevention Conference in Wichita, Ks
- Kansas Public Health Roadshow
 - August 6th Manhattan
 - August 8th Concordia
 - August 13th Russell
 - August 22nd Pratt
 - August 22nd Dodge City
 - August 23rd Ulysses
 - September 10th Eureka
 - September 19th Newton
 - September 20th Lawrence
 - November 6th Bird City
 - November 7th Hoxie
 - November 15th Parsons