

**KALHD Mid-Year Meeting
Business Meeting
October 15, 2024**

Board Members

Brie Greeson, President
Jason Tiller, Past President
Jennifer Cure, President-Elect
Shalei Shea, Secretary/Treasurer
Angie Kahle, District 1 Representative
Paula Bitter, District 2 Representative
Lynnette Redington, District 5 Representative
Crystal VanHoutan, District 3 Alternate
Denise James, District 4 Alternate
Karla Nichols, District 5 Alt/KAC
Charlie Hunt, At-Large #1
Adrienne Byrne, At-Large #2

Attendees

Denise Cragg	Misty Trudeau	Melissa Smith
Tonya Medina	Heather Struble	Diana Parke
Monica Reuber	Krista Schneider	Karen Winkleman
Cindy Mullen	Laura Hageman	Dana Rickley
Heather Struble	Sara Hodges	Shelly Schneider
Jeanette Schuette	Teresa Fisher	Emily Brinkman
Eli Caldwell	Kendra Glassman	
Lori Eichman	Faye Jones	

Staff

Randy Bowman, Executive Director

Call to Order

Brie Greeson, President, called the virtual meeting to order at 10:01 a.m.

Board Roll Call

Randy Bowman, Executive Director, conducted a roll call of Board members in attendance and confirmed that a quorum was present for conducting business.

Approval of Agenda

Brie Greeson asked if there were any changes to the agenda and none were identified. **Karla Nichols moved to approve the agenda which was seconded by Jason Tiller. The motion was unanimously approved.**

Welcome of New Board Members

Randy Bowman referred to a previous email to the membership in which Board President Brie Greeson named three new Board members. Shalei Shea as Secretary/Treasurer from McPherson County, Angie Kahle as District 1 Representative from Logan County and Charlie Hunt as At-Large 1 from Johnson County. He thanked each for stepping forward to serve on the Board.

Approval of Minutes

Brie referenced the September 2024 minutes provided with the meeting materials. No changes were identified. **Charlie Hunt motioned to approve the minutes and Karla Nichols seconded the motion. The motion was unanimously approved.**

Monthly Financial Report

Secretary/Treasurer Shalei Shea presented the financial report for September of 2024.

For September, KALHD realized a net financial loss of \$9,066.01 with \$3,973.26 in total income and \$13,039.27 in total expenses. The ending bank balance for this month was \$401,004.23.

Brie asked if there were any questions, and there were none, and then for a motion to approve the financial report and place it on file. **Jennifer Cure motioned to approve the report for September and place it on file. Jason Tiller seconded the motion. The motion was unanimously approved.**

Update on KALHD Taskforce on KDHE Events/Meetings

Brie Greeson updated participants that the taskforce members have received the anticipated response from KDHE Deputy Secretary Ashley Goss asking for clarification on what meetings and events are required. That information will be reviewed by the Taskforce beginning with the next meeting on Friday. Continuing the work to mitigate the impact of meetings to provide members more work time. Also working to schedule a meeting in November with Ashley Goss to discuss recommendations. Randy Bowman added that working to have recommendations for consideration at our December Board meeting. Brie also recognized Ashley Goss for her willingness to work with us and that took more time than anticipated due to workload on that end.

Funding Opportunity for the Policy & Procedure Library

Randy Bowman shared that the Kansas Department of Health and Environment (KDHE) Immunization program has offered KALHD up to \$250,000 to expand and/or strengthen COVID-related work (which includes all immunizations) through June 30, 2025. The amount of funding nearly matches a proposal KALHD and WSU submitted to KDHE last December for the creation of the Policy & Procedure Library that has been a goal for some time.

If KALHD pursues this funding, the original 2-year project scope will have to be modified to align with the 6–8-month timeframe for expenditure of funds. He has initiated a discussion with Aaron Davis at WSU and together they have identified a revised scope that will focus on needs

assessment, building the infrastructure to host the Library on the KPHC website, and a limited amount of policy work in this short timeframe. This approach will require the identification of additional funding sources in the future to add additional policy content that are likely to be identified in the needs assessment. But this funding and revised scope would allow the system to take a first step, something that has eluded us in the past.

KALHD would function as the fiscal agent to receive the grant funds and sub-contract for the work. WSU will be the primary contractor leading the project and doing majority of the work. The plan would also require contributions from a few local health departments (a workgroup) who could potentially receive compensation for their work. We have also engaged the Kansas Health Institute as a potential partner for their expertise and national connections to inform the policies & procedures that would be developed.

After hearing about this opportunity and discussion among Board Members, the consensus was to pursue the funding to get a foundation built. Which could be expanded if/when future funding sources can be identified. Board members asked that the project emphasize the needs assessment to determine scope, focus first program level policies rather than higher level (ex. procurement), and include means to vet the policies to provide templates that are current and align with best practices.

KDHE Updates

Shelly Schneider, KDHE, provided the following updates.

Power Hour Schedule

Upcoming agendas for these calls will focus on the Aid to Local Grant and program overviews to answer questions and encourage LHDs to apply. Additional agenda topics coming up soon will be PHEP Exercise Library, Child Abuse & Neglect, CHW Billing, Opioid Wastewater Testing, among others.

Regional Meetings

These meetings are currently underway for the quarter with the next meeting tomorrow in Topeka and in Chanute on Thursday. The agenda includes PAN respirator surveillance, county connections, obesity in rural families, and an update on the new laboratory.

Hook Meeting on October 15, 2024

The meeting earlier today addressed the topic of tuberculosis and if you were unable to attend Shelly encouraged members to watch the recorded information. That recording should be provided by KDHE soon. She also asked members to please let them know if there are topics that you would like to have presented at the HOOK meetings. That input is always helpful.

Executive Director Report

Randy Bowman reported out highlights from the written report that is included with the Board materials.

The report lists payments owed to KALHD by KDHE who seems to be a little behind on payments to start their fiscal year.

A long-term lease for a copier machine used by KALHD and KAC staff will expire early in 2025. This is an \$8,000 per year expense, the cost for which is offset by grant revenue and rent paid by KAC. However, with one of our grant sources ending a similar lease would increase general fund expenses in 2025. After consulting with KAC on functionality requirements, I began to get bids with an emphasis on finding a lower cost option of either a copier lease or purchase of a desktop printer.

Tax returns are being done now that the audit has been completed. Due November 15, 2024 and nothing currently that would indicate that our accountant won't be able to complete this tax work to keep KALHD in compliance.

The list of training resources in the Board packet for this meeting was previously distributed in an email. The need for supervisory, leadership and management training has come up in multiple conversations so the list was compiled to share with all members. Hopefully the information will be useful in addressing training needs of Administrators and staff.

No new KDHE grants to review this month. After discussion and inquiry, it is unclear what is happening within KDHE on this topic. The Board made recommendations a few months ago, and to date KDHE has not taken next steps to award grants. Both Sedgwick and Reno Counties have reported that they have not received any award documents or funding. Brie provided a suggestion on others within KDHE to contact as well.

In the past few weeks Randy has attended the Kansas Public Health Association (KPHA) conference and a Public Health Accreditation Board (PHAB) 21C Learning Community convening. Both events focused on states who are having thoughtful, in-depth, comprehensive conversations about the current status of their public health system today and how they might get to a preferred future. A group of us from local public health, academia, philanthropy, and the KPHA Board talked about this and have agreed to continue the conversation at a meeting scheduled for later this month. What might come from these discussions he could not forecast today, but wanted to make sure the Board and members know that there is interest among some public health stakeholders in exploring the work of other states and how something similar might be initiated in Kansas. Charlie Hunt provided a brief description of work Kansas engaged in a few years ago with funding from PHNCI as part of the 21C initiative to implement a pilot project. One of the deliverables was an implementation road map that he shared in the chat. Some of that work would have to be revisited due to other changes, but the document will have some history.

KALHD has been asked to join the external advisory board for the iAmHealthy Families study being conducted by the University of Kansas Medical Center. This will require periodic meetings for which KALHD will get a small honorarium payment. Periodically he will send out information to local health departments. Helping connect families to the project is the goal and where local health departments can share information with families that would be great.

The KANCARE 3.0 (miss stated in oral comments as Public Health 3.0) meetings across the state begin today. Randy will attend that meeting here in Topeka and send any materials out on the list serve. Members can still sign up on the KANCARE site if you want to attend one of these in your community.

So far 28 members have registered to attend the KAC Conference on December 3-5,2024. KALHD has funding through our KIP grant for up to 42 members to attend so can cover registration for 14 more members. So, if you are interested, please consider registering for this conference. Brie encouraged members to attend the KAC conference. It is a good opportunity to engage with your commissioners and learn about topics beyond public health that are helpful in the role of local health department administrator.

WSU Updates

Emily Brinkman provided the following update on behalf of Aaron Davis.

The Foundations of Public Health Training Program is preparing to open up applications for its second cohort, and before doing so wanted to provide some information on the program. She summarized the year-long program's subjects and participant activities. This requires commitment to a monthly meeting that is a mix of in-person and virtual. Each participant is also matched to a mentor from a local health department. Priority is given to staff working at a local health department in Kansas and who have been in their position less than 5 years. Funding is from the CDC Public Health Infrastructure, Workforce, and Data Systems grant awarded to KDHE so there is no cost for participants. The application period is open from October 14th – November 22nd, 2024 and applicants will be notified in December.

See <https://kphcollaborative.org/foundations-of-public-health/> for more information and to apply.

KAC Updates

Karla Nichols provided an reminder to register for the Kansas County Happenings newsletter to stay up to date on everything happening with the Kansas Association of Counties and county governments. There is an upcoming training session on the Kansas Open Meetings Act (KOMA) as well as other trainings that help us fulfill our roles as county employees. She also reminded members of the KAC Conference on December 3-5,2024 and the KAC Annual meeting at that conference.

Open Discussion

Brie shared that she has received calls about any documentation local health departments may require for children in the foster care system before administering vaccinations. A few members shared information about processes in their community which include requiring completion of a prior authorization form, review of court orders, requiring the adult to sign a form and provide identification, and being cautious about possible false information that may occasionally be

provided by the adult with the child. Shalei Shea offered that she would send her departments form and standard operating procedure to everyone via the list serve.

Jason Tiller shared the link to the Saline County Health Departments' recently launched podcast series "Let's Talk About It". Twelve episodes have been developed and the first six dropped last weekend while the others will drop in the coming weeks. Seasons two and three are already lined up and in pre-production to dive into more public health topics in the community.

Adjournment

Brie adjourned the meeting at 11:14 a.m.

DRAFT