

Executive Director Report January 13, 2025

Organizational Updates

- KIP reimbursement request of \$3,320.98 submitted for December.
- Submitted a PHEP reimbursement request for the 2nd quarter of FY2025 in the amount of \$13,841.88.
- KALHD and NACCHO dues for 2025 invoiced to LHDs. Payment is due March 31, 2025.
- Verified with the Kansas Department of Revenue that no notice of change to the employer withholding reporting requirements for 2025 has been sent to KALHD. A notice of change in the fall of 2023 was not provided to our payroll service provider (Paychex) and resulted in tax penalties in 2024. All indications are we should not have a similar experience in 2025.
- After reviewing functionality needs and pricing with KAC, I obtained 5 additional bids from copier companies. After determining the best balance of functionality and cost I will work with a Topeka company named Century Business Solutions to finalize a contract. This will be a 36-month lease beginning in March of 2025 and pricing includes a base cost, maintenance, tax plus a per copy cost that will fluctuate per month. Projections are that average monthly expenditure will be approximately \$290 per month reduced from the current \$673 per month. Costs will be split at 60% KAC and 40% KALHD.
- Thank you to Faye Jones – Republic County and K.D. Pond – Miami County for volunteering to serve as new LHD members on the Public Health Medicaid Advisory Workgroup in 2025.

Annual Meeting Follow Up Items

- KALHD Taskforce Recommendations – The final letter was submitted to KDHE Secretary on December 13, 2024.
 - A copy was provided to Administrators via email.
 - KDHE provided an email response from Angela Brassieur's email for Kendra Baldrige on December 27, 2024. Response confirmed changes to meetings indicated that KDHE has formed an internal workgroup to develop a proposal for conferences beginning in 2026.

- Presented a question to KAC staff attorney Jay Hall in regard to Board question about possible applicability of the Kansas Open Meetings Act (KOMA) to KALHD Board meetings.
 - This topic is being researched but is not initially thought to be applicable to KALHD. Although will concurrently research Kansas Open Records Act (KORA) as may be some narrow applicability due to revenue sources received from public agencies paying with public funds.
- KDHE legislative priority to have the current proviso that increases minimum allocations from \$7,000 to \$12,000 codified in statute. I shared the concern that no LHD receive less funding in FY2026 than FY2025 is a bill were passed with the Secretary, Deputy Secretary and Chief of Staff in our meeting in January. They will look internally at their process and then, if necessary, see if they can address this prior to bill introduction this session. If they cannot, then they are aware of the potential for LHDs and/or KALHD to ask for an amendment in the bill process.
- Application for PHIG funding. I developed a cost projection for a request of KDHE to allocate funding to KALHD to cover LHD costs to attend future KAC conferences, each attending LHD to also send one additional KAC attendee (a commissioner or other), and to cover LHD attendance at MYM's beginning in 2026.

Estimated cost per person includes registration, hotels, meals (per-diem based on state of Kansas rate as counties may be different), mileage. Figured mileage based on LHD's with longest distances and actual costs would come in incrementally lower based on each LHD's proximity to the conference sites. Resulting in the following projected cost if we were to proceed and submit a proposal to KDHE.

Event	Participant Role	Number of Participants	Cost Per Participant	Projected CY2025 Exp	Projected CY2026 Exp (assumes 3% inflation)	Projected CY2027 Exp (assumes 3% inflation)	Total Expenses
MYM	LHDStaff	100	\$1,200.27	\$95,027.00	\$123,627.81	\$127,336.64	\$345,991.45
KAC	LHDStaff	40	\$1,371.62	\$54,864.80	\$56,510.74	\$58,206.07	\$169,581.61
	Commissioner (or other)	40	\$1,371.62	\$54,864.80	\$56,510.74	\$58,206.07	\$169,581.61
Total Budget Request							\$685,154.67

If we proceed and apply for funding, and it were to be approved, I recommend that KALHD adopt a reimbursement policy for this activity as this is beyond the scope of current policy for KALHD employees. A future policy would need to address covered and not covered items, allowable costs (optimally one rate for all LHD's rather than different county policies), timeframes, and other factors. As there are IRS requirements for the distribution reimbursements for reasonable business expenses for non-employees (e.g. Board members and volunteers).

KALHD should anticipate some administrative impact associated with a funding request. It will take time to update accounting systems, enter new payees and then receive, review, and process up to 180 reimbursement requests annually. And increased professional services costs to have our Accountant review the above referenced policy for compliance with tax requirements should be expected.

- Move the March 18, 2025, KALHD Board meeting to an in-person meeting at the Governor's Public Health Conference (GHPC) and provide option for LHD's to attend the Board meeting virtually resulting in a hybrid in-person and virtual meeting.
 - A "Meeting Owl" to support virtual participation is available for loan from the Kansas Association of Counties (KAC) for this meeting. Avoiding the need for investment in a device.
 - Under KDHE's agreement with the hotel for use of space the best option will be to move the March board meeting from March 18th to March 26th and to start our meeting after the final session at approximately 2:30 p.m.
 - Options that are not recommended is to have it as a pre-session which could increase travel expenses for attending LHD's or to find a location during the conference which would limit LHD participation in the conference breakout sessions.
- Met with Deputy Secretary Goss and Chief of Staff Lara to offer recommendations for revising the presentation at the KAC New Commissioner Training in January 2025 different than the content presented by KDHE at the KAC Conference.
 - The New Commissioner Training will be a joint presentation by Cristi Cain, KDHE and Randy Bowman, KALHD.
 - That session will take place on January 16, 2025 from 1:15 to 1:55 p.m.
 - As of this report the materials are being finalized. Final materials will be sent to Administrators as FYI so you have the information should Commissioners reference it in local conversations.

Project Updates

- Under our agreement with Wichita State University, the 11th edition of the Kansas Local Health Department Clinical Services Coding Resource Guide (a.k.a. Billing Manual) was published. A copy was sent via email to LHD Administrators and Billers and is posted on the KALHD website.
- Updates to the KALHD New Administrator Orientation manual are being completed per agreement with WSU. The revised edition is anticipated early in 2025 and will be distributed when it is finalized.
- On October 28, 2024, KALHD submitted a revised workplan and budget to the KDHE Immunization program to request an additional \$250,000 of one-time funding that must be expended by June 30, 2025. On January 2, 2025 KDHE advised that they were denying the funding request as it was broader than just immunization policies, included KDHE in some

proposed activities, and they desired more detailed expenditure information with explanation of how related to COVID/Lifespan Immunizations.

- 2025 MYM Update. The planning team met in early January to continue making decisions for our meeting that will be held June 23-25, 2025. We appear to be on schedule for beginning registration in mid-February.
- Visited LHDs in Logan, Sheridan, Sherman, Thomas and Wallace counties on December 18 and 19th. Thank you each for the opportunity to visit and learn more about public health services in your county.
- Continued coordination with KDHE on the previously paused Public Health Roadshow for County Commissioners. KDHE will reconvene the original planning team to determine how to resume this work. That planning team has representatives from KDHE Leadership, KDHE Public Health, a small/medium/large LHD, WSU, KHI, KALHD. A meeting has been scheduled for February 5, 2025.

2025 Legislative Session

- A pre-session update sent out to Administrators on January 13, 2025. This will be followed by weekly (typically Friday) updates throughout the 2025 session.
- Attended the Kansas Health Institute (KHI) Legislative reception on January 12, 2025. The event was well attended by legislators and I had an opportunity discuss courier services and importance of public health in one-on-one conversations with about 15 attending legislators. Securing funding will take considerably more conversations, but this event was a good opportunity.

Important Dates to Remember

- February 18, 2025, KALHD Board Meeting (virtual)
- Governors Public Health Conference on March 24-26, 2025, at the Hyatt Regency in Wichita, Ks
- March 26, 2025 KALHD Board Meeting (hybrid from the GPHC)
- April 12, 2025 is the scheduled final adjournment of the 2025 Legislative Session
- KDHE Immunization Conference on May 20-22, 2025 at the Wichita Marriott (KDHE had previously announced cancellation and notified KALHD of their reversed course on January 12, 2025).
- 2025 Mid-Year Meeting June 23rd (data day) and MYM 24-25th 2025 at the Hilton Garden Inn, in Manhattan, Ks