

**KALHD Annual  
Business Meeting  
December 5, 2024**

**Board Members**

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

**Attendees**

Cristi Cain	John Hultgren	Teresa Fisher
Sara Hodges	Tina Payne	Krista Schneider
Jennifer Hurst	Karen Winkleman	Candice Sauers
Mary Clark	Misty Trudeau	Aaron Davis
Kerianne Ehrlich	Broderick Bean	

**Staff**

Randy Bowman, Executive Director

**Call to Order**

Brie Greeson, President, called the in-person meeting to order at 9:33 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 Lynnette Redington. The motion was unanimously approved.**

### **Approval of Minutes**

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

### **Monthly Financial Report**

Shalei Shea, Secretary/Treasurer, presented the financial reports for October and November of 2024.

For October, KALHD realized a net financial gain of \$10,881.60 with \$34,025.70 in total income and \$23,144.10 in total expenses. The ending bank balance was \$411,308.22.

For November, KALHD realized a net financial loss of \$7,864.78 with \$3,856.80 in total income and \$11,721.58 in total expenses. The ending bank balance was \$403,373.09.

Brie asked if there were any questions. In discussion it was clarified that KANFOCUS is a tool for tracking bills and that expenses were for “personnel” not “personal” which will be corrected in final copies kept in the files. **Jennifer Cure motioned to approve the reports for October and November and place them on file. Crystal VanHoutan seconded the motion. The motion was unanimously approved.**

### **KDHE Updates**

Cristi Cain, KDHE, provided the following updates.

#### *Regional Meetings*

The next round of regional meetings for the first quarter of 2025 have been set. One topic will be Medicaid with attendance of each of the Medicaid Managed Care (MCO) organizations to present and take questions. The regional specialists will also be reaching out in advance to find questions so that KDHE staff can help the MCO’s come prepared to address those questions.

#### *KanBe Healthy Training*

The long-anticipated training is planned to begin in April of 2025. KDHE has contracted with the Washburn University School of Nursing to develop the training materials and a manual. In response to questions, the plan is to provide this at no cost for LHD participants. The training will be piloted Wichita with regional opportunities to attend. However, the planning must still be finalized.

#### *2025 Governors Public Health Conference*

This event is scheduled for March 24, 2025, as the pre-conference with the general session on March 25-26<sup>th</sup>. This event will be held in Wichita at this same hotel.

### *Kansas Alliance for Drug Endangered Children Conference*

This event is scheduled for April 8, 2025, and the agenda will include some great national speakers. CEU's will be offered and the event held in Manhattan.

### *Mental Health First Aid*

KDHE sent twenty-five staff through the Mental Health First Aid Instructor training, which included most of her team. Regional specialists are available to offer this training in your community if you reach out to them.

### **KAC Updates**

Karla Nichols thanked everyone for attending the Kansas Association of Counties (KAC) conference this week. She highlighted in her remarks the session presented by KDHE Deputy Secretary Goss and Chief of Staff Matt Lara to engage with Commissioners on Public Health. Next year's KAC Conference will be December 9-11, 2025, here at this same location. Please share this information with other health departments and encourage them to attend as this is an opportunity to talk with your commissioners and work together on public health in each community.

### **2025 KALHD Budget Approval**

Randy Bowman presented a draft 2025 budget for KALHD. The specific line expenditures are consistent with prior budget years. The budget does include a 28% decline in revenue and a 32% decline in expenses, primarily due to a reduction in FTE, which we have been expecting due to the winding down of KIP revenue received from KDHE. The budget projects a \$38,596 net gain for 2025 which is consistent with 2024. The budget does not include any income or expenses for a recent proposal submitted to KDHE, if that proposal is approved in the future, we will address that change at that time.

With the budget, a projection of anticipated revenue and expenses for budget years 2025-2029 is included. Based on information available at this time, we can see that the margin between revenue and expenses will decline to a range of approximately \$10,000 to \$13,000 per year, but we do project to remain in a positive financial position.

The Board discussed that with the unwinding of the KIP funding, KALHD covering registration costs for local health departments to attend the 2025 KAC conference is not included in this budget. And, that there is no cost to KALHD for use of this meeting room at the KAC conference as we are a KAC affiliate. It was also discussed that there would not be revenue to pay registration costs for the 2026 KALHD Mid-Year meeting, however that would not appear until the 2026 budget. After exploring various ideas, the consensus is to develop a proposal to KDHE for use of workforce funding for health department attendance at these future events. That proposal will request KDHE funds for registration, per diem, hotel, travel, for up to two representatives from each county.

An error was identified in which one digit was omitted from the KANFOCUS line item. That full date of 2026 will be corrected in the final approved budget that is kept on file.

After the discussion, Brie asked for a motion to approve the budget with the above reference correction. **Jason Tiller motioned to approve the 2025 budget which was seconded by Jennifer Cure. The motion was unanimously approved.**

### **WSU Updates**

Aaron Davis and Tina Payne provided the following updates.

#### *Orientation for New Health Department Employees*

Continuing to work to develop orientation materials for use by all LHD's but hit a couple of snags that resulted in being unable to share draft materials today. He anticipates having more to share at the January meeting and being able to implement these supports early in 2025.

#### *Quality Improvement*

From work with Cristi's team around the aid to local survey specific to identified needs, a common theme is on quality improvement. Working on a new approach which will include a presentation on the December 30<sup>th</sup> Power Hour call to introduce this concept. Which will include a QI 101 kick off in January and then let each participant move at own pace with coaching through the process. The hope is to have successes to share with others by April. This is called BOOST which stands for Building Organizational and Operational Strength Together.

#### *MCO Value Added Benefits*

Two of the Medicaid Managed Care Organizations (MCO's) have asked for feedback on their Value Added Benefits (VAB). Currently working toward needed approvals by KDHE to have this conversation at the February Public Health Medicaid Advisory Team meeting. Ten health departments are represented in this group who are well positioned to give them the requested input. If others have thoughts or opinions, please get those to Randy to share with WSU before the meeting.

#### *Community Health Assessment and Health Improvement Plan Support*

Often receive a number of these requests and have helped 6-8 this past year. Can only support so many requests each year and the 2025 schedule is filling up. So, if you are thinking of asking for this type of support, please reach out to WSU soon.

#### *Community Health Coalitions*

Aaron announced a new effort supported by Blue Cross Blue Shield, Sunflower Foundation, Kansas Health Foundation (KHF) and a handful of other partners to launch something called Elevate Kansas. This effort is focused on the KHF goal to increase Kansas' Health Ranking from 29<sup>th</sup> to 1<sup>st</sup> by supporting coalitions. Project includes the development of tools and resources for any coalition in Kansas, a workshop series to strengthen coalitions, a board development workshop for those that have boards, in-person events across the state with all of the information

to soon be available on a website. A kickoff event is being planned for April 15-16, 2025. A goal is to have all coalitions in Kansas register on this website to build a distribution list, have profiles of who these coalitions are, and create a directory. The estimate is that there are about 80 specific health coalitions.

### *Billing Updates*

WSU is close to wrapping up work on version 11 of the *Kansas Local Health Department Clinical Services Coding Resource Guide*, otherwise known as the Billing Manual. It should be delivered to KALHD at the end of this month. When WSU will then focus on building a role out to increase awareness of the updated version as compared to last year.

The Billing Symposium is scheduled for April 22-23, 2025, in Wichita at the WSU Metroplex.

### **Approval of the 2025 KALHD Board of Directors Meeting Schedule**

Randy presented a draft schedule for calendar year 2025 following the same cycle as prior years of virtual meetings on the 3<sup>rd</sup> Tuesday of the month, except in August and November, and then our two annual in-person meetings of Mid-Year Meeting in June and the Annual Meeting at the KAC conference in December.

He also shared a question from a member this week about considering returning to more in-person meetings. After discussion, the consensus was to align our March Board meeting with the Governor's Public Health Conference using space that KDHE can provide for free. Randy will work with Cristi Cain on the details to implement this additional in-person meeting on a date to be communicated at a later time. Also, to align with our Taskforce Recommendations to KDHE, KALHD will invest in an "Owl" or similar technology to allow virtual participation at this in-person Board meeting.

After discussion of this change, Brie asked for a motion to adopt the 2025 meeting schedule.

**Jason Tiller moved to adopt the schedule and Denise James seconded the motion. The motion was approved.**

### **KALHD 2025 Legislative Agenda**

Randy presented the draft KALHD 2025 Policy Statement which was developed by the KALHD Legislative Committee for consideration and action by membership today. The policy topics are much the same as last year, however there was a concentrated effort to transition from specific public health terminology to language that is more likely to be understood by non-public health professionals. The document reflects our top 4 policy priorities and additional policy statements that are next level priorities.

The members asked questions to clarify understanding of some parts of the document and of other topics considered in the development of this proposal. One material change was proposed, to add language to item #2 to reflect that with our support for changing the based funding from

\$7,000 to \$12,000, that all health departments should receive no less funding than they did in state fiscal year 2025. And a topic for continued consideration in future years is the risk and benefit of a future legislative proposal to change the qualifications for the health officer to give additional options to county commissioners in making that appointment.

Brie asked for a motion to accept the policy statement. **Charlie Hunt moved to approve the 2025 policy statement with the discussed added language and Jason Tiller seconded the motion. The motion was approved by the members who were present.**

#### **KALHD 2025 Board of Directors Election**

Randy presented the 2025 Recommended Slate of Officers/Board members proposed by the KALHD Governance Committee for consideration of the membership today. This slate reflects individuals nominated to fill expiring terms and to fill seats in district #2 due to former Board member Paula Bitter leaving her health department. In the discussion Randy said that our by-laws permit the consideration of volunteers or nominations from our membership for any position which could be voted upon instead of the proposed slate.

**Lynnette Redington motioned to accept the slate as proposed which was seconded by Karla Nichols. The motions was passed by the members who were present.**

#### **Report from the Executive Director**

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

The invoice for the audit report was higher than expected. After a review of the fine print in the contract, the transition from the former Executive Director to the Acting Executive Director to the current Executive Director includes a clause for them to receive compensation for increased audit work associated with that change. The 2025 budget was increased for this line item should this happen again next year.

Tax returns have been completed for the 2023 tax year and have worked with Paychex to verify our payroll reporting requirements for 2025.

A new 3-year lease for office space has been signed with the Kansas Association of Counties.

Concerns expressed by members during this year in regard to the leadership of the Immunization Program have been heard and shared by me, and other KALHD members, with Deputy Secretary Goss. He shared that in recent conversations it is clear KDHE is listening to us, but any next steps are unknown. Brie added that the Deputy Secretary has asked us to let the Board and members know that she would like health department administrators to contact her directly whenever any future concerns arise on this matter. Please copy Randy and Jennifer Cure as our 2025 Board President on any emails on this matter.

A proposal has been submitted to KDHE for the additional \$250,000 in KIP funding that was offered this fall. That was sent at the end of October, follow-up questions were received November 6<sup>th</sup> with no apparent decision as of this meeting. If KDHE decided to approve this request, the framework for contracts is in place with WSU and others, however if based on the questions that were asked it feels like they are struggling with the Policy Library being right for this funding source.

PHIG grant applications that the KALHD sub-committee and Board recommended funding by KDHE last April and May had been pending at KDHE for several months. After some outreach earlier this month, it appears that maybe things are beginning to move, and those health departments might hear more in the near future. Cristi Cain offered an apology on behalf of KDHE for the delays and an update that these will be separate contracts and that those should be processed soon.

As a follow up from October, a group of stakeholders continue to have discussions about potential next steps to advance the KPHA conference theme of reimagining the public health system. In addition, he and incoming KPHA President, Steve Maheux from Johnson County, had an opportunity to speak with KDHE Secretary Stanek, Deputy Secretary Goss and Chief of Staff Matt Lara about this topic. No decisions have been made, and no path forward has been identified, but it is important to keep this on our radar.

The MYM planning team has continued to meet to plan for this event in June of 2025. We have targeted mid-February to open registration. We have also developed a structure and process in an attempt to generate some income from vendors and sponsorship for meals like the Kansas Association of Counties conference. In the discussion it was noted that we should have a process in place to give us the ability to decline an ad or sponsorship if circumstances merited that action.

He wrapped up by summarizing topics discussed with Secretary Stanek in a recent meeting. One of those being the Commissioner Roadshow, which is still planned for resumption in 2025 after the presentation here this week and the January New Commissioner Training. The group had an extensive discussion about the presentation at KAC this week and next steps were identified for Randy to engage with KDHE to add content and improve future presentations. Some members expressed that they would not recommend their Commissioners attend a future Roadshow if the content was the same.

#### **Discussion for Board Members and KALHD Members Only**

*Prior to discussing the next agenda items, Brie thanked our guests for attending and asked them to please leave the meeting. These minutes will only reflect the final actions/decisions from this discussion.*

### **Recommendation of the KALHD Taskforce on KDHE Meetings**

Language will be added to the draft report to reflect our appreciation for KDHE's efforts to increase and improve communication during the pandemic and these recommendations are a re-evaluation of needs post pandemic. Then the recommendations discussed today will be submitted to the KDHE Secretary by the end of December as planned.

Upon transmission to KDHE, the KALHD Administrator listserv group will receive a copy of the document.

### **Open Discussion**

Beginning with our January meeting, this part of our agenda will become a Board and member only discussion akin to an "executive session" if KALHD were a public agency. In addition, KAC Legal Counsel will be asked if the fact that KALHD is a KAC Associate, and KAC is a quasi-public agency, results in the Kansas Open Meetings Act (KOMA) having any application to the KALHD Board.

### **Adjournment**

Brie adjourned the meeting at 12:24 p.m.