

**KPHA Board of Directors Meeting
Friday, February 13, 2004 – 10 a.m. to 2 p.m.
Johnson County Health Department – Olathe, KS**

Minutes

Present:

Phil Griffin, President-Elect
Allison Alejos, Treasurer
Janis Goedeke, Director At-Large
Janice Dunwell, APHA Delegate
Susan Morris, Laboratory Section
Karen Fitzgerald, Nutrition Section
Scott Voss, Epidemiology Section
Gloria Vermie, Director At-Large
Janice McCoy, Child Care Section
Holly Whitlock, Health Education/Promotion Section
Cheryl Bañez Ocfemia, Secretary
Sally Finney, Executive Director
Kim Richter, President
Sara Roberts, Student Section

Absent:

Marvin Stottlemire, Director At-Large
Ed Kalas, Environment Section
Anita Hodge, Public Health Nursing

Kim Richter, President, called the meeting to order at 10:08 a.m., and the agenda was distributed with changes.

The new board members (Janis Goedeke and Janice McCoy) introduced themselves followed by introductions of all other board members.

I. Consent Calendar

President Richter removed the financial reports from the consent calendar and moved it to old business. The consent calendar was unanimously approved. (Motion by Phil Griffin, Seconded by Sara Roberts.)

II. Old Business

Spring Training Update

Sally Finney reported that arrangements have been made to hold the Spring Training in Great Bend June 8 – 9, 2004. Two workshops have been developed for the training, which will focus on childcare safety issues and a pertinent bioterrorism issue (TBA).

Bylaws Review Update

The Bylaws Committee will work on recommendations based on changes made to the strategic plan. These recommendations will be presented at the next Board meeting. The finalized Bylaws changes will later be brought before the membership at the 2004 Annual Meeting for discussion.

Oral Health Kansas Update

Sally Finney provided an overview of the contractual relationship between KPHA and Oral Health Kansas. Sally also reported that the Oral Health Kansas Director would be on maternity leave during early summer. KPHA currently has no maternity policy, and there was concern about any potential effect on KPHA or the Oral Health Kansas Board, considering the contractual relationship. Discussion with the Department of Labor clarified that the issue of maternity leave did not affect the KPHA Board, since the Oral Health Kansas Director was not an actually KPHA employee.

Sunflower HIV/AIDS Fund Update

The foundation is undergoing administrative changes and is facing some complex challenges as a statewide organization. The SHAF director will resign in March and the organization is waiting to receive its 501(c)3 status. KPHA continues to serve as a fiscal manager; however, the board discussed the need to reevaluate if KPHA should continue to serve in this supportive role.

ACTION: The Board recommends that Sally continue to work with the Sunflower AIDS Foundation and draft a Memorandum of Agreement outlining roles and expectations of each organization.

Legislative Activity Update

Sally Finney provided a review of current legislative activity:

- The Lead Poisoning Act, originally with no controversy, was removed from the consent calendar.
- The Governor issued an Executive Order to keep restaurant inspections at KDHE, but the Senate proposed to move all inspections related to food to the Department of Agriculture. Legislation is most likely to move everything.
- Fluoridation Bill has been brought forth, raising much controversy. (Wichita is the 3rd largest city in the nation that has not yet approved fluoridation.)
- The moving of home security from KDHE to Emergency Management has been brought forth.
- Oral Health Advocacy Day will be on February 19.

Annual Conference 2004 Update

Phil Griffin discussed the upcoming conference and the budget. Highlights included the following:

- The final contract from the hotel is still pending.
- Schedule changes have been made to ensure that the association meets quorum.
- Kansas Public Health Leadership Institute has shown interest in partnering with KPHA.

- Shawnee County Health Agency has agreed to host the pre-event activity.
- Final approval has not yet been given for the keynote speakers.
- Posters Committee is recommending that there be a student and practitioner competition, awarding two persons to travel to APHA.
- Due to logistics, exhibitors will be in the same room as the plenary sessions.
- Projected budget is approximately \$1000 more than the 2003 conference due to the facility fees at the Capital Plaza Hotel and costs to pay for speakers.

ACTION: Janice Dunwell moved to accept the 2004 Conference budget as presented. Karen Fitzgerald seconded. Unanimously approved.

Financial Report – 2004 Update

Allison Alejos provided a review of the KPHA Income & Expenses for 2004 and made a recommendation to alter the projected budget to better reflect current expenditures and current expected budget.

ACTION: Phil moved that the board authorize the Treasurer to make appropriate budget adjustments and that KPHA operate under the adjusted budget following review of the budget by the Board at the next meeting. Karen Fitzgerald seconded. Unanimously approved.

Financial Report – 2003 Update

Board members discussed that the 2003 expenditures were more than the 2003 budgeted income. Focus on membership recruitment and corporate sponsorship was deemed the best means of increasing revenue.

ACTION: Kim Richter will help establish a membership campaign, encouraging board members to recruit 10 new persons. Kim Richter also appointed a standing membership committee to spearhead efforts and ideas to increase membership and fundraising. Committee will be comprised of Allison Alejos (chair), Holly Whitlock, Scott Voss, Susan Morris, and Cheryl Bañez Ocfemia.

Strategic Planning Update

The Board reviewed and discussed potential changes to the strategic plan. The mission and vision and strategy stayed the same, but strategic priorities were revised to mirror the APHA strategic plan. The subcommittees, which represented each of the proposed strategic priorities, presented their proposed changes.

ACTION: Kim Richter will make the suggested changes and distribute a draft version via E-mail to the Board for comments. The final version will be presented at the next Board meeting.

III. Announcements

- Reimbursement for travel to the APHA meeting for Janice Dunwell will require a change to the budget.
- Kim Richter will appoint a nominating committee via E-mail.

NEXT MEETING: Friday, May 21, 2004 at 1530 S Oliver, Wichita KS. SE Health Station. 10am-2pm.