

**Kansas Public Health Association Board Meeting  
February 25, 2010**

<b>Name</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>July</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
Eldonna Chesnut	X	X										
Heather Henke	X	X										
Tanya Honderick	X	X										
Linda Frazier	X	X										
Barbara Mitchell	X	X										
Ruth Wetta-Hall	X	X										
Ellen Averett	X (am)	X										
Diana Rice	X	X										
Barbara Mitchell	X	X										
Theresa Shireman	X	X										
Annette Graham	X (am)	X										
Aaron Davis	E	X										
Shauna Nelson	E	X										
Arrie Morris	X	X										
Caron Shipley	X	X										
Jamie Katz	X	X										
Rich King												
Shirley Orr	X (pm)	X										
Sonja Armbruster	X	X										
Marv Stottlemire		X										
Elaine Schwartz	X	X										

Minutes submitted by Tanya Honderick

Item	Discussion	Action	Responsible Person	Due Date
<p><b>1. Introductions</b>  <b>2. Determination of Quorum</b>  <b>3. Approval of Agenda</b></p>	<p>Called to order at 10:09 a.m.  14 members present at start = quorum  One guest present: Kathy Griffin  Agenda: reviewed:</p> <ul style="list-style-type: none"> <li>• Additions: KMOM, KPHA Additional Section Reports, Annual Report</li> <li>• No other additions proposed from Board</li> </ul>		Eldonna	
<p><b>4. Member/Committee Reports</b></p>	<p><u>Approval of Minutes</u>  October 2009, Motion: Sonja, Second: Theresa  November 2009, Motion: Sonja, Second: Theresa  December 2009, Motion: Theresa, Second: Linda  January 2010, Motion: Theresa, Second: Sonja</p> <p><u>Financial Report</u></p> <ul style="list-style-type: none"> <li>• KPHA 2009 Assets Handout reviewed, January 2010 information included. Down ½ assets from one year ago. Does not include Governor's Conference Checking and CD.</li> <li>• Elaine and Linda reviewed location of accounts.</li> <li>• Eldonna wrote a letter to KHF to explain cost of operations/conference—asked them to consider KPHA conference grant again, to provide workforce development effort through the conference. KHF will respond in mid-March. May try using letter to approach other foundations.</li> <li>• Could increase assets through Crumbine Club.</li> <li>• Insuring Directors and Officers: talking to other states about what they do. Getting names of other insurance companies for quotes, etc.</li> <li>• We had general liability insurance—over \$1000 for D&amp;O policy—which was too much. Elaine talked to George Barbee who has insured other associations. 501c3 non-profits cannot be sued (due to a statute) if we have general liability policy, which we do. Board is covered, but not Elaine. NY and IA have policies. We need to complete new business application. Per Bill, this policy will cover</li> </ul>	<p>Oct. = Approved  Nov. = Approved  Dec. = Approved  Jan. = Approved</p>	Tanya	





	<ul style="list-style-type: none"> <li>• Second: Aaron</li> </ul> <p><u>Conference Committee</u></p> <ul style="list-style-type: none"> <li>• Sanofi to sponsor meal and first keynote speaker. Encourage national speaker to come and talk about H1N1 vaccine, etc.</li> <li>• Need commitment from others on conference planning—Anyone working on exhibitors?</li> <li>• WSU was used last year for conference coordination. Cost about \$7000. But are there others to use for this service that are more economical? KUMC was more expensive than WSU. Elaine will check with Washburn and Annette’s contact in KC—report back by March Meeting. Anyone with contacts should send those to Elaine.</li> <li>• There may be pieces of the coordination that we can do ourselves to reduce the cost. One thing to consider is what we will do for AV. This year’s conference location is Topeka Capitol Plaza. Lessons learned: there are benefits to not having Board work registration, etc.</li> <li>• Getting the brochures out is key—no later than June 1<sup>st</sup>.</li> <li>• Eldonna will send Heather a breakdown of what needs to be done.</li> <li>• New awards chair or co-chair is welcome. Ruth is willing to take on awards. Possibility that KPHLI will not be coordinated with conference and not available to print program?</li> <li>• Email theme ideas to Heather.</li> </ul>	<p>Email Heather if you want to be more active in conference planning.</p> <p>Explore possibilities for conference coordination</p> <p>Follow-up with KPHLI on partnership</p> <p>Need to talk to Melissa Armstrong about posters.</p>	<p>Any KPHA members</p> <p>Elaine, Annette, any other Board members</p> <p>Shirley and Ruth</p> <p>Heather</p>	<p>March Board Meeting</p>
--	---	--	--	----------------------------



	<p>KPHA report. Data is already available.</p> <ul style="list-style-type: none"> <li>Public's Health in the 21<sup>st</sup> Century—look at recommendations and what was done.</li> <li>Review draft of the Safety Net report.</li> <li>Volunteers to work on this in March? Ruth participated in Turning Point, but does not have access to data. Ruth not available at this time. Glen Cox and Dave Cook may provide some information. Report should be similar to Safety Net report.</li> </ul>	Barnett	meeting with Eldonna and Linda. Theresa also willing to provide comment on draft.	
<p><b>5. Old Business</b></p>	<p><u>Visioning Task Force</u></p> <ul style="list-style-type: none"> <li>See above.</li> <li>Review of history: Sen. Barnett called KPHA and KDHE for report on public health future needs. Needs to be presented in April to Joint Oversight for Health Committee—safety net, public health, health information.</li> <li>Should also include aging population—especially in rural population, and workforce.</li> </ul> <p><u>Health Day at the Capitol</u></p> <ul style="list-style-type: none"> <li>April 1<sup>st</sup>, email is already out. Bag prep to be done on March 31<sup>st</sup> at Elaine's house. 165 items needed.</li> <li>Aaron cannot provide items.</li> <li>As 501c3, only 10% of resources can be spent lobbying. This event will be to “educate and inform.” Cannot mention specific legislation or candidates.</li> <li>Start arriving at 7:30 a.m. Start walking the halls at 9:00.</li> <li>Marv will be there at 9:00 a.m. on April 1<sup>st</sup> to prep participants on talking points. Marv can also come to KC to talk to MPHSO.</li> <li>Review of Diana's t-shirt logo. Suggestions: spell</li> </ul>	<p>MPHSO prep for 4/1/10.</p>	<p>Heather and Annette will join workgroup. Marv can help with draft and is willing to present, but feels it should come from Board leadership.</p> <p>Tanya to coordinate</p>	

	<p>out Kansas Public Health Association, change builder to a brick layer—to tie in Dr. Crumbine’s campaign. Looking for funding for t-shirts. If low cost (~\$10), participants may be willing to purchase on their own. Diana will provide the t-shirts at cost.</p> <ul style="list-style-type: none"> <li>• Bags will be identical. Encouraging those attending to visit with their particular legislator. Bags need to go to legislators—a list will be provided to identify who should receive the bag.</li> <li>• Members invited to lunch and meeting that day (1:30-3:30 p.m.) at Celtic Fox. A de-briefing will be included. KHF likes data—so a de-briefing form may help collect data for the foundation. Diana will draft a form. Elaine did this last year, but really nothing has been done with the information.</li> </ul> <p><u>Section Focus Groups</u></p> <ul style="list-style-type: none"> <li>• Sections like the opportunity to network, want a place to learn about best practices, want more communication and relationship building. This could be included in “deliverables” of KPHA.</li> <li>• More communication within sections, between section and larger organization.</li> <li>• What they don’t like: feeling lost, not knowing the role of sections, lack of mission within sections.</li> <li>• Eldonna needs information from section chairs. The website includes information on sections. But it shouldn’t just come down to the section chairs. The sections need to stay current and focused.</li> <li>• Business section meetings need to be more appealing. Meetings should not conflict during the conference.</li> <li>• The poster session was too short—did not allow for discussion.</li> <li>• Should this be posted on Member’s Only website? Elaine and Ellen to visit more. Eldonna suggests a summary on sections only.</li> </ul>	<p>Look for t-shirt sponsor</p> <p>De-briefing form</p> <p>Section descriptions to Eldonna</p> <p>Report on website?</p>	<p>Diana</p> <p>Diana</p> <p>Section Chairs</p> <p>Elaine and Ellen</p>	<p>On-going</p> <p>ASAP</p>
--	--	--	---	-----------------------------

	<p><u>Resource Plan Approval</u></p> <ul style="list-style-type: none"> <li>• Tabled until March.</li> </ul> <p><u>Crumbine Club</u></p> <ul style="list-style-type: none"> <li>• Created to encourage donations online. Would be nice to include that 100% of Board could/should be members. Especially if your institution pays the Board's dues.</li> <li>• It should be a yearly donation.</li> <li>• Could do a drive to encourage donations.</li> <li>• An email would be more effective than a paper letter, so they can give donation right at that time.</li> <li>• Divide members among board members to contact.</li> <li>• Need to formulate some kind of receipt for contributions in 2010. Could do this electronically.</li> </ul> <p><u>Journal</u></p> <ul style="list-style-type: none"> <li>• No new news.</li> </ul>	<p>Read and be prepared to discuss.</p> <p>Letter to members to inform of Crumbine Club</p>	<p>All Board Members</p> <p>Nicole</p>	<p>March meeting</p>
<p><b>6. New Business</b></p>	<p><u>Funding Streams</u></p> <ul style="list-style-type: none"> <li>• Need to consider another Robert Wood Johnson grant. Same type of project—clean indoor act?</li> <li>• Grant due in March.</li> <li>• Motion from Shirley to pursue RWJ grant with a project appropriate to public health.</li> <li>• Second: Linda</li> </ul> <p><u>Public Health Week</u></p> <ul style="list-style-type: none"> <li>• Student involvement?</li> </ul> <p><u>KPHA/KALHD/KEHA monthly calls</u></p> <ul style="list-style-type: none"> <li>• MA: all public health organizations come together for monthly conference calls. March 8<sup>th</sup>: first call for KPHA, KALHD, KEHA</li> </ul>	<p>Motion = Approved</p> <p>Conference call</p>	<p>Elaine, Eldonna, Tanya</p> <p>Eldonna</p>	<p>Next week</p>

	<p><u>KS State Budget, Tax Structures and Revenue Options</u></p> <ul style="list-style-type: none"> <li>• Meeting was February 24th</li> </ul> <p><u>Wild Apricot Demo</u></p> <ul style="list-style-type: none"> <li>• Tabled until March</li> </ul> <p><u>Creation of Policy Section</u></p> <ul style="list-style-type: none"> <li>• Tabled until March</li> </ul> <p><u>Annual Report</u></p> <ul style="list-style-type: none"> <li>• Will create annual report to use as a marketing tool.</li> <li>• Responsibility of past president (with Ex. Director)</li> </ul> <p><u>KMOM (Kansas Mission of Mercy)</u></p> <ul style="list-style-type: none"> <li>• April 16<sup>th</sup> and 17<sup>th</sup> –booth will be set up at 5:30 a.m. on Friday. 2000 people expected--will be a full sized clinic. Does KPHA want to give money? Elaine suggested bags with sticker. Caron to let Elaine know how many. Will include tobacco and oral health brochures and tooth brushes. Elaine can provide 500 bags. We can also check on cost to buy more bags.</li> <li>• Caron and Heather only will be working on this because other section members (10) are working on Oral Health Kansas.</li> </ul> <p><u>Additional Information</u></p> <ul style="list-style-type: none"> <li>• Remember to complete monthly Connections articles</li> <li>• Some Board members having trouble opening attachments. Send all email attachments in Windows 2003.</li> </ul>	<p>Advertise in newsletter</p>	<p>Sonja and Elaine</p> <p>Elaine</p> <p>See January minutes</p>	<p>April 1<sup>st</sup>-tentative</p>
--	---	--------------------------------	--	---------------------------------------

<b>7. Adjourn</b>	Motion to adjourn: Arrie Second: Linda  Adjourned at 12:15 p.m.		Eldonna	
-------------------	--	--	---------	--