

KRHA Board of Directors Meeting Minutes

December 16, 2015

Called to Order: 12:02 pm (ET) by Denise Bingham, President

Present: Denise Bingham, Andrew Bledsoe, Melody Nall, Dale Skaggs, Ernie Scott, Ex. Officio, Deborah Duff, Noel Harilson, Bryant Hileman, Jennifer Wilder, Mike Muscarella, Martha Pleasant, Susan Starling and Tina McCormick, Ex. Director

Approval of Minutes from October 21, 2015 Meeting – A motion was made by: Andrew Bledsoe and seconded by: Noel Harilson. The motion to approve the minutes as written passed after the vote.

Committee reports

- A) Public Information (Andrew Bledsoe) reported that the committee is working on a communications plan for the association and investigating working with an outside group on the plan. In addition the committee looked at changes to sponsorship levels and benefits but is handing this over to the membership committee as it aligns more with that committee and its work.

- B) Finance (Dale Skaggs) reported the ending balance for the month of November at \$81,957.24 and \$30, 389.11 in the CD. Dec. 9th paid some outstanding bills and the account is \$76,434.52. There was a discussion about moving additional money into a CD for a “rainy day” fund. Dale will discuss this with the finance committee to discuss amount and to agree on a recommendation for the board to consider.

- C) Foundation Update (Dale Skaggs) – Dale and Colleen and have emailed but there was no new update.

- D) Legislative (Elizabeth Cobb/Noel Harilson) – Noel reported that minutes were emailed last week from the committee meeting. There were 53 responses to the legislative survey that was sent out to membership. The committee proposes a legislative rally in Frankfort during the session and three or more webinars for members. The motion to accept the recommendation was made by Susie Starling and seconded by Andrew Bledsoe. Motion passed after the vote.

Noel also reported on the Smoke-free meeting he attended. Each organization attending was asked where they stand and what we will do to support smoke-free efforts. Noel shared that KRHA will support with education of our membership.

- E) Education/Programs (Ernie Scott) – Ernie reported that meeting has met two times and will meet monthly. They are recommending to the board to hold the Annual 2016 KRHA Educational Conference August 25 & 26, 2016. Bryant Hileman made the motion to accept the recommendation and Susie Starling seconded the motion, motion passed. The committee recommends that the location of the conference will be in Bowling Green but due to last year's hotel not cooperating with holding a block of rooms adjacent to the Knicely Center; we might need to look into returning to the Sloan Center.

This year the committee will send out a call for presentations and abstracts for speakers. The conference rate increased last year so we are looking at increasing the late registration fee by \$50 - \$175 for members and \$250 for non-members. After board discussion, it was decided to check if this matches other state conference late fees and bring back to the next meeting for a vote.

- F) Nomination Committee (Brent Wright) – no report.
- G) Membership Committee (Sheri Erwin) – not on the call, but Tina shared that a committee meeting will be called soon.
- H) Governance Committee (Matt Hunt/Steve Fisher Co-chairs) – no report.
- I) Student Chapter Committee-Paula Arnett/Lucy Juett – Chairs not on the call and no report. Denise shared a proposal for the board to look over from marketing at UK that would look to reach out to students for KRHA.
- J) Executive Director Update (Tina McCormick) - Tina asked if there were any questions from the report she emailed earlier – no questions. She shared that there are 644 members currently (242 free student memberships). Memberships are being rebilled with follow-up emails and only 3 are not up to date at this time. Recently 26 students from UPike became KRHA members.

- K) Strategic Planning Update – Denise is working on a synopsis of the strategic plan and it will be sent out to membership.
- L) Executive Committee Member at Large – Denise will send out a recommendation that the board can vote on by email soon.
- M) NRHA Rural Health Policy Institute 2016 Attendance – Denise asked who would be attending this year. KRHA members attending from their own organization will be: Ernie Scott, Andrew Bledsoe, Susie Starling, and David Gross. KRHA may send Tina McCormick, Ex. Director, Denise Bingham, President or the Legislative Chair. Denise will let us know if she plans on attending.
- N) Community Faculty Conference Discussion – Denise shared a proposal from Carlos Marin, UK AHEC, re: \$3100 sponsorship for lunch and keynote speaker at the annual Community Based Faculty Conference. After discussion, it was decided that the amount was too high, but we would like to offer sponsorship for opportunity of additional KRHA exposure. Tina will contact Dale about our available budget and what we can afford in conference support. An email will be sent to board members to vote.
- O) VIII. Upcoming meeting dates:
January 20, 2016- Executive Committee
February 17, 2016-Full Board Meeting
March 16, 2016-Executive Committee
April 20, 2016-Full Board Meeting
May 18, 2016-Executive Committee
June 22, 2016-Full Board Meeting
July 20, 2016-Executive Committee
August 17, 2016-Full board (this date will depend on when conference is held and whether we have a board retreat)
September 21, 2016-Executive Committee

All these meetings will be held at 11am CST, 12pm EDT unless notified

- P) Meeting adjourned: 1:09 pm ET, Next full board meeting February 17, 2016.

Additions to minutes:

December 23, 2015 – Tina McCormick reported that after a board by email: A unanimous vote was received in favor of adding Noel Harilson as member at large on the Executive Committee. In addition, the board voted in favor of \$1500 support of the UK AHEC Community Based Faculty Conference, except for one vote. One board member withdrew her vote due to possible conflict of interest.

January 6, 2016: During the 12/16/16 board meeting, discussion was held regarding Noel Harilson, Legislative co-chair representing KRHA at the NRHA Rural Health Policy Institute. After Denise Bingham, KRHA President decided not to attend Tina McCormick submitted Noel attending to the board for vote and received 12 votes in favor of supporting his and Tina McCormick's attendance to represent KRHA as long as it stayed within budget.

Respectfully submitted: Melody Nall, KRHA Secretary

Committee Reports:

Kentucky Rural Health Association

Conference Planning Call

December 10, 2015

MEETING MINUTES

Committee Members present: *Linda Asher, Denise Bingham, Reba Bowling, Anna Jones, Lucy Juett, Melody Nall, Tina McCormick, Martha Pleasant, Ernie Scott, and Dr. Dana Shaffer*

Committee Members absent: *Andrew Bledsoe (excused), Sally Bowhay, Kayla Combs (excused), John Isfort (excused), Teresa Miller, Marcus Pigman, Chris Salyers (excused)*

Welcome- Ernie welcomed everyone and informed the group that Dr. Robert Slaton has dropped off the committee due to other obligations.

Date and location- Knically Conference Center- Bowling Green August 25th and 26th, 2016 (*Pending BOD approval*) Ernie to request approval during 12/16/15 BOD meeting.

Hotel update- Ernie reported that upon requesting a larger room block for 2016, Staybridge Suites will only offer a room block of 20 rooms (45 last year). The room rate will be \$105 and \$115 (\$89 last year). They will not offer us room comps or rebate to the Knically Center as in the past year. They have placed an 80% attrition clause this year (no penalty last year). They have agreed to offer a larger room block at their sister property Hyatt Place but would require attendees to travel to/ from the Knically. Lucy will attempt to investigate with her contacts at WKU to see if resolution can be made. Ernie verified availability for August 25th- 26th at Holiday Inn Sloan Convention Center. He will inform the BOD during the 12/16/15 BOD meeting and seek guidance and report back to the committee afterwards.

Conference Theme discussion- The committee discussed the need to identify a common theme. The item was tabled for further discussion at future meetings.

Keynote/ Speaker discussion- The group discussed the need to identify a keynote speaker. Suggestions included Dr. Dale Henry and Matthew D Jones. The group will investigate ideas and discuss prior to the next meeting.

Call for Presentations- Ernie expressed the need to release a Call for Proposals to enlist presenters for general and breakout sessions. Ernie asked for a volunteer to lead this. Although no one volunteered at the time of the call, several committee members showed interest in assisting with the process. Ernie will coordinate the process.

Conference tract discussion- The group discussed the need to identify 4 to 5 tracks for breakout sessions potentially evaluating the proposals submitted to identify common themes.

Registration fee schedule- Tina reported she and Ernie will seek BOD approval to increase Late Registration rates by \$50. \$200 (member) \$250 (non-member) during the next BOD meeting.

Next Scheduled Meeting- Ernie has scheduling conflict for the next scheduled meeting. The group selected to hold the next meeting on an alternate date: Friday, January 15, 2016 at 2:30 pm. **Debrief/Adjourn-** Ernie asked for any other business and with none being brought forth, the meeting was adjourned.

Next Meeting Scheduled:

Friday, January 15, 2016 2:30 pm eastern

1-877-394-0659, code 7530415793

Minutes prepared by ES

KRHA Governance Committee

Conference Call - Nov 4, 2015

Committee members on the call: Matt Hunt, Steve Fisher, Julian Cunningham, Bryant Hileman, Dave Bolt, and Susie Starling. Tina McCormick, ex-officio.

Committee members not on the call:

Loretta Maldaner, Christina Romani

Self-Intro of members:

Julian – in KY for 6 months, current role is UK Health Care Fellow

Bryant -- with the KY Prescription Assistance Program

Dave – deputy director of KY Primary Care Association, board chair of Foundation for a Healthy KY

Susie – CEO of Marcum and Wallace Memorial Hospital in Irvine, KY

Matt – director of Institute of Rural Health at WKU

Steve – retired PA, former KRHA president and Governance Committee chair

Tina – KRHA executive director, ex-officio member of all committees

Board member exit survey consideration

Other organizations use – per Bryant, Pharm org has used paper-based, anonymous with +/- results; Julian received one at end of a 2 year term in another organization.

Dave – recommends annually to all board members, not just those exiting.

Survey tools – Doodle; Matt has access to WKU options

Recommendation – formulate annual review survey for all board members.

*Dave and Susie will send examples to Matt by Nov 16 for review by committee members

KRHA new bylaws passed at Sept annual meeting – *Matt will send to all committee members for review

Job descriptions needed for orientation of new committee chairs.

***Action Items**

Dave and Susie will send examples of exit reviews to Matt by Nov 16.

All members to review exit review examples and come to next meeting with ideas.

Matt will send copy of updated bylaws to all committee members.

Next meeting: In January, pending Doodle poll responses

**KRHA Legislative Committee
Minutes
Thursday, December 10, 2015
10:00 a.m. (ET)**

Attendees: Dana Shaffer, Elizabeth Cobb, Noel Harilson, Martha Pleasant, Loretta Maldaner, Tina McCormick

i. Welcome

ii. Review of Survey Results

There were 53 responses to the KRHA legislative survey for members. Committee members were provided a web link and password to review the survey results. The following initiatives were ranked in order of support:

1. Medicaid Expansion
2. Rural Health Workforce
3. Kynect
4. Substance Abuse
5. Behavioral Health
6. Smokefree
7. Medicaid Managed

Additionally, 21 responders of the 53 indicated they would plan to attend a Legislative day in Frankfort

iii. Discussion of Legislative Advocacy Day

Committee members discussed extensively the best approach to take in convening the membership around legislative issues. Two approaches were considered: a webinar series aimed at educating members on health policy issues, direction of Governor Bevin, potential legislation and on being a good advocacy; or a “rally” in Frankfort later in the session aimed at garnering excitement for members around our top 3 issues.

After much discussion, the KRHA Legislative Committee recommends to the board that we combine these two approaches. Specifically, the Legislative Committee recommends the following:

1. Hold a series of three or more webinars to the membership where we 1) educate them on political climate, Governor Bevin’s position on rural health and the membership survey results, 2) Present information alternative Medicaid program structures, like Indiana’s, which Governor Bevin is likely to consider for adoption with medications, and 3) educate members on advocacy strategies at the state and local level.
2. Hold a short rally in Frankfort later in the session and identify a limited number of legislators to speak to attendees on the top issues. It was agreed the legislator speakers should be knowledgeable about the issues, passionate about rural health and have positions aligning as close as possible with that of the KRHA member majority.

iv. Adjournment

The Committee adjourned at 10:48 (ET).

(See <https://www.surveymonkey.com/results/SM-3WZ7LDWJ/> to access survey results, the required password is krhaleg)

Elizabeth G. Cobb, MPH

Executive Director Report:
December 2015

1. Continuing to attend meetings across the state to introduce and market KRHA.
2. Continuing NHSC Promotion through our contract with PCO. We have seen benefit of that relationship by my ability to get out and about to promote KRHA while promoting NHSC. This contract concludes March 31. I submit the monthly required reporting to the PCO office, who administers the contract. I also enter those activities into the system for tracking of (which is a requirement of the contract). We are paid promptly within the 30 day window.
3. Serving as Ex-Officio for all the committees when those meet. Most committees are meeting routinely.
4. We had our 2015 Immunization Wrap Up call October 30 and planning has started for the 2016 Immunization Conference, which we will partner again to provide conference support. The location has been secured at the Embassy Suites-Newtown Pike in Lexington Kentucky.
5. Fiscal agent: I am processing all mail received for the association. I am preparing bank deposits and keeping a monthly check and assisting to resolve any credit card transaction issues. So far, there have been no problems with this. I also account for any monies received in the wild apricot system to insure the member is credited for payment. I also process any requests for reimbursements to send to Dale to process. Dale is reconciling the bank reconciliation and updating the budget, as well as writing the needed checks for payment to vendors. He can update on his plan of action for budget updates.
6. KRHA was represented at KAPA (November 6), Freidell Committee Annual Meeting (October 26) and KYPCA (November 11). Those costs are covered by the PCO/NHSC contract promotional monies. Again able to promote KRHA and NHSC.
7. KRHA was represented at the Rural Health Collaborative in Bowling Green (November 19).
8. I also attended the Kentucky Non Profit Network Annual Training
9. Spoke to approximately 270 students at the KYCOM-University of Pikeville regarding KRHA and NHSC (December 4). We acquired 26 new student memberships from that event. We are up to 272 student members of the association. I also spoke to them about forming a student chapter and referred them to our student chapter committee for more detailed information.