

**The Community Advisory Committee (“CAC”)
Minutes of Meeting
Held Thursday, September 10, 2015 at 1:00 p.m.**

Location: 2700 East 18th Street, Jonas Board Room, Suite 211, Kansas City, Missouri 64127

Committee Members in attendance:

Terry Thompson, Chair
Nozella Brown, Ed.D.
David Clark
Niki Lee Donawa
Melissa Berg Harmon

Jill Kanatzar
Mary Jo Moore
Josephine Njoroge
Thuylinh Pham, M.D.
Melissa Robinson

Committee Members not in attendance:

Thomas Alber (notified prior to meeting of inability to attend)
Mary Ann Arnott (notified prior to meeting of inability to attend)
Dee Ann Bowles (notified prior to meeting of inability to attend)
LaTedra Collins (Resigned)
David (Mike) Enos
Leslie A. Fields, M.D.
Susan Mills-Gray (notified prior to meeting of inability to attend)
Alan Powell, M.D. (notified prior to meeting of inability to attend)
Daniel Shea (notified prior to meeting of inability to attend)
Shani Tate
Terry Trafton (notified prior to meeting of inability to attend)
Kelvin Walls, M.D.

HCF Board Members and staff in attendance:

Bridget McCandless, MD, President/CEO
Mark Flaherty, General Counsel
Jessica Hembree, Policy/Program Officer
Rhonda Holman, Vice President/COO
Victoria Meeks, Administrative Assistant
Tracy Skidgel, Manager Administrative Services/Executive Assistant

Guest in attendance: Brent Schondelmeyer

Terry Thompson, Chair, called the meeting to order at 1:00 p.m. and thanked everyone for attending.

Approval of July 09, 2015 CAC Meeting Minutes: Nozella Brown made the motion to approve the July 9, 2015 CAC meeting minutes. Jill Kanatzar seconded the motion. Approved by unanimous voice vote.

CAC Open Slots: HCF has reached out to the appointing authorities in order to fill the three vacant slots in the CAC. LaTedra Collins, an oral health expert on the committee, has resigned due to an upcoming move.

Election of Secretary and CAC Assistant Secretary: Chair Thompson asked for volunteers who are interested in filling the positions of Secretary and Assistant Secretary. Ms. Brown volunteered for Secretary and Bridget McCandless was recommended as Assistant Secretary. David Clark made the motion and Melissa Robinson seconded. There was no discussion, but the vote has been postponed due to the lack of a quorum.

CAC Bylaws Revisions: Mark Flaherty addressed the CAC in order to discuss the proposed CAC Bylaws revisions; he and Dr. McCandless reviewed the CAC Bylaws because they have not been updated since its establishment. Many of the changes in these bylaws mirror those made in the HCF Bylaws:

1) Section 4.2

Revised to include how expenditure of funds must follow state law and that the law will provide guidance on how the CAC spends its money.

2) Section 4.4

Revised to qualify that only public officials with policy-making authority are ineligible to serve on the HCF Board or CAC. The original language had proved difficult in that many potential applicants would have been great assets to the Foundation, but the definition of public official – one who was an appointed officer or employee of a governmental entity – disqualified him/her from the position. This revision allows a larger pool from which Board and CAC members are selected; any number of public, city, health department employees, etc. are allowed to serve unless they possess such policy-making authority. Very few individuals are true policy makers, but those who vote on policy are included in this ineligible category. The CAC will scrutinize the applicants on a case-by-case basis, but it is believed to be rather easy to distinguish those who do and do not make or vote on policy.

3) Section 6.1.4.7

The original Bylaws state that the qualifications for being a director included the following: “. . . Demonstrated a personal interest in and concern for the public health and welfare of residents throughout the entire Missouri and Kansas service area.” This was considered to be a rather limiting statement and thus was revised to say “within” the service area as opposed to “throughout.” No valid rationale was seen to disqualify an individual for knowing only one side of the state line, so this language broadens the pool from which members are selected. Dr. McCandless noted here that the word “demonstrated” was also part of the dilemma in that it may be difficult to actually demonstrate such interest, hence the broadened verbiage of this section.

4) Section 7.1 – Periodic Needs Assessment of the Community

The term “community needs assessment” has its own specific definition in the public health arena, as pointed out by Dr. McCandless. We are not intending in these bylaws, nor in the bylaws of HCF, to state that we would take on the entire technical process of a needs assessment, so the revision reflects our ability to do a *portion* of a needs assessment which does not necessarily involve the whole community. This change allows us to tailor the assessments as necessary and provide flexibility in the process.

5) Section 7.2

This revision reflects the challenges we have faced in putting forward two qualified nominees for every opening in conjunction with the state line requirements. This change will require the attorney general’s approval, but our recommendation – which the AG approved for the bylaws of HCF – would be two or such lesser number as the Board shall determine.

Revisions of the timeline have been made to acknowledge the time of recommendations, as well as nominations, by the CAC to bring to the Board.

6) Section 13.13 – Gender and Number

This section has been removed in its entirety.

7) Section 14.1

This section has been revised to use the word “periodic” in place of “biannual” in regard to the frequency of Bylaws review and revision. The CAC had not been adhering to the biannual review schedule and did not find it necessary to do so every other year. This revision allows flexibility to decide when the Bylaws need be reviewed which can occur periodically as needed.

These changes reflect those made in the HCF bylaws and it makes sense to make such revisions in the CAC Bylaws as well. Chair Thompson stated that this begins the 30-days’ Notice and final approval will occur at the next CAC meeting.

First Amended Supporting Organization Agreement: Mr. Flaherty continued on to discuss the supporting organization structure which involves the CAC as the public charity while HCF is the supporting organization. He noted that HCF is a special Type 1 of the supporting organization in that HCF is controlled by the CAC which perfectly aligns with what the IRS requires. After Board elections, the CAC ratifies those elected board members; it is in this way that the CAC controls HCF. That is the structure required by the IRS and this is a required agreement between the two organizations.

To set the stage for the section in question, Section 1(C) specifies that reasonable administrative support services will be provided to the CAC by HCF (such as paying the rent for the meeting space, supplying furniture, audiovisual equipment, administrative staff, etc.). There was a feeling early on that neither organization should make contributions to the other, but both sides of the equation must now be considered. Due to the fact that it is HCF's duty to provide support to the CAC, it did not seem rational for the CAC to give money to HCF. The other side of the equation has a number of different factors involved, the primary factor being that it did not make sense for the CAC to be grantmakers because that requires that the CAC have grantmaking structure (one that would replicate that of HCF as it currently stands). With all that being said, we have grappled with the language of section 1(D) and have removed this unnecessary restriction. HCF has indeed given money to the CAC and \$2,000 is allotted for this committee each year, but fundraising has been very good this year and there is enough cash to cover expenses. It might not be necessary for HCF to make a contribution in the future, but this opens the door to make a contribution if needed.

We do not capture the dollar value of administrative support, but it is more than \$2,000 per year. It may be that HCF absorbs more of the administrative expenses and other costs in the future.

This requires approval but the vote has been postponed due to the lack of a quorum.

CAC Contributions: Chair Thompson informed the CAC that 71% of current Board members and 59% of current CAC members have contributed. The bank balance for the CAC as of today is \$9,200. This Committee has done a great job and will continue to seek contributions.

Community Updates: CAC members provided updates regarding their communities.

- 1) Dr. McCandless discussed the 10-year anniversary of grantmaking by the Health Care Foundation. Secretary Sebelius will be the keynote speaker at the upcoming luncheon on September 15, 2015. HCF and its partners visited with more than 200 individuals to talk about changes in the community; this will be a time to talk about what has happened over the past decade, how things are different today, lessons learned, and upcoming challenges as we move forward into the next 10 years.
Victoria Meeks will be providing support to the CAC in the future and will send out information regarding an upcoming discussion regarding Medicaid expansion on October 7, 2015. There will be a special guest panel consisting of Secretary Sebelius and other community leaders.
- 2) Melissa Robinson- City of Kansas City, Missouri
The city of KCMO will be presenting their 5-year plan regarding the Health Improvement Initiative; this will take place at the Health Department on September 11th and all are encouraged to attend. In December, an update will be provided regarding the RWJ Foundation and the city's plan surrounding the social determinants of health, particularly a discussion about their next steps. There will also be a CHIP meeting tomorrow, September 11th, from 8 AM until noon.
- 3) Mary Jo Moore – City of Independence, Missouri
There is an upcoming city council vote on the proposed rate increase on the electricity company. She stated that they are voting on a \$14.50, flat monthly rate for each customer regardless of how much energy each household uses. This would raise revenue, but there are concerns in the community about this increase because it seems to be on the backs of those who already cannot keep their utility bills paid as the system currently stands now. This Saturday morning, September 12th, there will be a public forum held at the North Independence Public Library in order to discuss this issue.

- 4) Josephine Njoroge – City of Kansas City, Missouri
Ms. Njoroge stated that violence in the community must be curbed and that there will be a panel on October 13, 2015 at Village Presbyterian Church at 6:30 PM to discuss race and violence. They will also be showing a film called “Black, Brown, and Blue: A Conversation about Race, Policing and Incarceration.”
- 5) Dr. Pham – City of Independence
Senator LeVota has resigned and the Governor has called for a special election for vacant House seat 29 which has been vacant for approximately one year. The Governor will not be calling for the Senate seat and it will likely be vacant until the next cycle of voting. As a final comment, Dr. Pham noted that there are portions of Independence which are not currently represented in Jefferson City, neither in the House or Senate.
- 6) Niki Lee Donawa – Truman Medical Center
The first Wellness Connection is open as of August 27, 2015 and is located at 309 Benton. This is a collaboration between two medical centers which came together to create a unique community model to empower individuals to take control of their own wellness. There will be health screenings, education, health products, etc. offered to their target population and many services will be provided on a regular basis. Friends at the Bluford Public Library are also promoting a weight loss challenge involving a blue card in the library; they will soon be showing a documentary about this program. The TMC wellness team will participate as well.
- 7) Jill Kanatzar had nothing to add
- 8) David Clark – City of Belton, Missouri
Trails and biking lanes are under construction to connect communities in Belton. The free dental clinic is full and reached capacity one year ago. Parks and recreation has always promoted marathons and getting people out walking and excited about exercising, hence the expansion of walking trails.
- 9) Nozella Brown – City of Kansas City, Kansas
Ms. Brown had many updates to report. First, the Fetal Infant Mortality Review (FIMR) candlelight vigil will take place in Kansas City, Kansas around the date of October 15, 2015; there is currently little bereavement support, so this will be used as a starting point. Second, the Infrastructure committee will be showing a display at the levee to potentially construct bike paths in the community. Third, there is a new Double Bucks program on food assistance which gives individuals double value of local produce items; two Price Chopper stores are now participating. And finally, the Latino coalition has proposed two initiatives: 1) Improve vending machine food options in hospitals and other health agencies, 2) Work with Latino corner stores to help improve healthy food choices in the stores. There will also be an effort to implement a toolkit and various options which allows the stores to offer EBT cards to their patrons.
- 10) Melissa Harmon – Johnson County
The Johnson County Commission has raised property taxes which will help provide funding for additional parks and walking areas. Ms. Harmon is now volunteering with adult education and noted that the number of Syrian refugees is rising in the community. There were then questions about chicken pox vaccinations and what is required for immigrants; such immunization requirements have only been in place for 15 years and there are still many parents who do not allow their child to be vaccinated.
- 11) Terry Thompson, Chair – City of Lexington, Missouri
The Sheriff of Lafayette County shared that there are increasing numbers of individuals being incarcerated due to the need for mental health services. Chair Thompson gave the example of a woman who had been incarcerated over 90 times this year, but her true need is for mental health assistance.

Review Committee Report: Brent Schondelmeyer was given the floor to discuss the 2014 Performance Review. The report is substantively the same, but the copies he provided are from July. The CAC cannot formally accept it at this time, but all will participate in an electronic vote for its approval.

Community Input Committee Report: This committee is focusing on youth input sessions over the next few months; they are currently working to arrange groups on both the Missouri and Kansas sides and would like to set dates for the interviews soon. The interview questions which have been developed will ideally be similar to the adult focus group questions in order to do some comparison of responses. This committee will also be hosting a public health forum involving all public health agencies within the 6 service areas of the Health Care Foundation. This forum will take place near the end of the first quarter of 2016 and will focus on the changes of the public health landscape and the goals on the public health departments. The next Community Input Committee will be held on Friday, September 25, 2015.

Tobacco 21: Chair Thompson yielded the floor to Jessica Hembree to discuss the Tobacco 21 initiative. The Greater Kansas City Chamber of Commerce and Blue Cross Blue Shield have decided that health needs to be a pertinent part of their conversation. The Chamber has determined five priority areas which each have their own committee and action teams. Ms. Hembree is on the tobacco committee which has begun tackling Tobacco 21, an initiative to raise the legal tobacco purchasing age from 18 to 21. She provided a report on the benefits of implementing this policy and how individuals and organizations can sponsor Tobacco 21.

Old Business:

- ✓ **CAC Contributions**
- ✓ **2015 Conflict of Interest/Attestation & Statement of Personal Interests:** Attestations were provided to those members that needed to complete. Please complete and return to Tracy Skidgel.

New Business: None.

A motion to adjourn was made and seconded. The motion was approved by unanimous voice vote.

The next meeting of The Community Advisory Committee will be November 12, 2015 at 1:00 p.m.