



# *HARPER COUNTY*

## REQUEST FOR COUNTY BOARD ACTION

Items must be received in the Administrator's Office by 12:00 Noon on the Thursday prior to the scheduled meeting to be considered.

Item #: \_\_\_\_\_

(Assigned by Administrator)

**Meeting Date: August 19, 2019**

**Department: Public Health**

**Item Requested: Agency updates**

- 
- Southcentral Kansas Coalition for Public Health (SCKPH) Bylaws – 2019 Revision
  - Travel request form
  - Personnel update

# **SOUTHCENTRAL KANSAS COALITION FOR PUBLIC HEALTH BYLAWS – 2019 REVISION**

## **Article I: Name and Purpose.**

**Section 1:** The name of the organization shall remain as the Southcentral Kansas Coalition for Public Health, hereinafter referred to as SKCPH.

Member counties of the SKCPH are: Barber, Comanche, Edwards, Harper, Kingman, Kiowa and Pratt counties.

SKCPH is a rural public health cooperative created as a result of a request proposal by the Kansas Department of Health and Environment to fund a rural public health cooperative for one year. A Multi-County Board of Public Health Resolution and Agreement document and SKCPH Bylaws were established in June 1997. The bylaws were revised March 12, 1998. SKCPH has remained a functional unit for the seven county area since the initial joint resolution and bylaws were put into place.

**Section 2:** The purpose of SKCPH is to:

1. Assess the community health status/lifestyles and available resources of the geographic area to address problems/issues;
2. Use assessment data to develop health policies and necessary services/programs;
3. Increase the capacity for provision of Core Public Health Functions throughout the region; and
4. Educate and inform the public about available services/programs.

## **Article II. SERVICE AREA & POPULATION**

SKCPH serves the populations of the following counties: Barber, Comanche, Edwards, Harper, Kingman, Kiowa and Pratt.

## **Article III. Governance, Officers and Decision-making.**

**Section 1:** The governing structure of SKCPH is an Executive Board. The board members are appointed by their county's respective Board of County Commissioners. This board will be composed of the following from each county:

1. County Commissioner or their designee;
2. Consumer of medical services;
3. Provider or designee of medical services (usually health department administrator); and
4. At large member.

Said members may be removed for just cause by a majority vote of the SKCPH Administrative Board or action of the local Board of County Commissioners which appointed the member.

Vacancies of the SKCPH executive board shall be filled by appointment of the Board of County Commissioners in the county where the vacancy occurs.

## **SOUTHCENTRAL KANSAS COALITION FOR PUBLIC HEALTH BYLAWS – 2019 REVISION**

### **Section 2: Powers and duties of the SKCPH Executive Board.**

The SKCPH Executive Board shall have the following duties:

1. Adopt, amend and regulate the bylaws governing these organization activities; and
2. Direct the programs that are shared through the SKCPH seven county region.
  - a. Each program will have a lead agency/county that will be assigned the duties of the administration and fiscal responsibility of the said program.
  - b. This lead agency/county will be required to provide a financial report and a progress report at least bi-annually to the Executive Board.

**Section 3:** The officers for SKCPH will be elected at the October meeting for the following year. They shall be elected from the SKCPH board membership and no term limits shall apply. They will assume their office for one calendar year. Their duties will be as follows:

1. President: To preside over the Executive Board SKCPH meetings and assist the Administrative Board secretary to have an agenda sent out before the meeting;
2. Vice President: To preside over the Executive Board meeting when the President is not in attendance; and
3. Secretary: Will be the recorder of meetings and have them typed and sent to the Administrative Board secretary so that they can be sent out to the Executive Board after each meeting. Roll call will be taken by a roster sign in sheet.

### **Section 4: Decisions.**

1. All decisions or changes to the Executive Board bylaws will be added to the agenda, discussed and voted on as needed. A majority vote of the members present at the current meeting will be sufficient to adopt any changes needed.
2. Amendments to the bylaws must be sent out ahead of the current meeting for members to review.
3. When there is a change to the bylaws, each county health administrator must sign the agreement to the bylaws changes.

### **Article IV. Administrative Board**

Per approval of the SKCPH by each respective Board of County Commissioners, a SKCPH Administrative Board was created. The Administrative Board consist of the health department administrator or designee from each county as named Section I, Article 1. This person may be a member of both the SKCPH Executive board and Administrative board.

1. The Administrative Board shall meet at least eight times annually by face to face meetings or conference call.
2. The Administrative Board shall be responsible for the day to day activities of the shared programs of the SKCPH.

**SOUTHCENTRAL KANSAS COALITION FOR PUBLIC HEALTH BYLAWS – 2019 REVISION**

3. The Administrative Board will oversee the activities, progress reports and financial status of the shared programs and report to the SKCPH Executive Board.

**Article V. Shared Programs**

For each shared program of SKCPH a lead agency/county will be appointed to oversee each of these programs.

The responsibilities of the lead agency/county will be:

1. To apply for the program/grant yearly if agreed upon by the Administrative Board;
2. To submit the progress reports and financial affidavits required of the program;
3. To see that all counties involved in the program are updated and informed of the requirements and changes to the program; and
4. To give timely reports to SKCPH Administrative Board and Executive Board regarding program/grant status.

The responsibilities of each county:

1. To have all progress reports and financial reports to the lead agency/county in a timely manner, so that services of these programs are not compromised.
2. To retain copies of all reports, financial spending etc. within each county for audit purposes.

These bylaws were approved by the SKCPH Executive board on July 5, 2019.

The SKCPH bylaws dated July 5, 2019 will take effect immediately and have been adopted by the counties of Barber, Comanche, Edwards, Harper, Kingman, Kiowa and Pratt.

Adopted/Revised on July 5, 2019.

Each County Administrator will be required to sign the bylaws each time the bylaws are revised.

Shung Vierthaler  
Signature

Harper County  
County Health Department

8/2/2019  
Date

**SOUTHCENTRAL KANSAS COALITION FOR PUBLIC HEALTH BYLAWS – 2019 REVISION**

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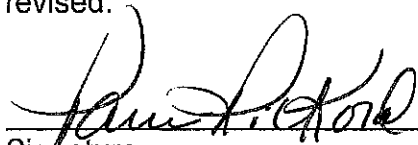
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County Health Department

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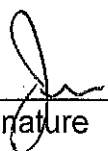
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Signature

Comanche  
County Health Department

08/02/19  
Date

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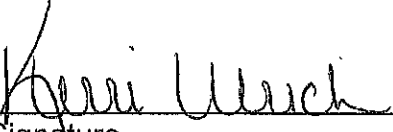
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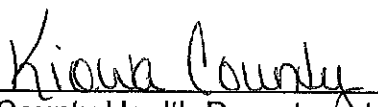
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Pratt  
County Health Department

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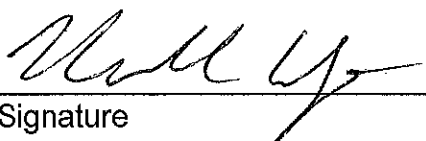
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Edwards  
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County Health Department

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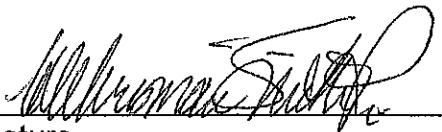
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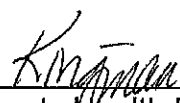
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County Health Department

08/01/19  
\_\_\_\_\_  
Date



# Effective Data Visualization

September 27, 10a-5p  
 Hutchinson Community Foundation  
 1 North Main Suite 501  
 Hutchinson, KS 67501

**Seating is extremely limited.  
 Attendance by invite only.**

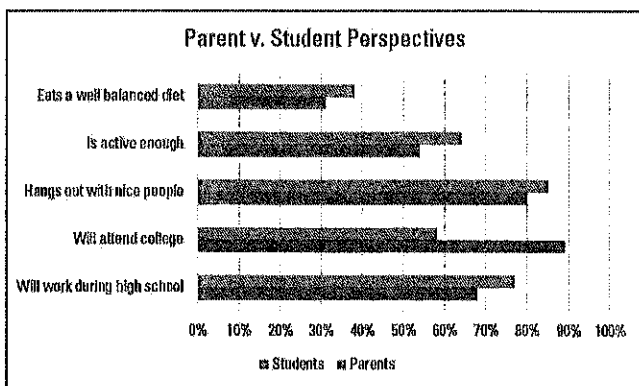
Your Challenge: "We are swimming in data but we struggle to cut through the noise and get insights or make decisions with it."

Our Solution: Crystal clear charts and graphs are valuable – they save an audience’s mental energies, keep a reader engaged, and make you look smart. Attendees will learn the science behind presenting data effectively.

We will discuss how to choose the best chart type, given audience needs and the story that needs to be told. We will walk step-by-step through how to customize graphs so that they have a more powerful impact. Using Excel, attendees will work with a prepared spreadsheet to learn the secrets to becoming an Excel dataviz ninja.

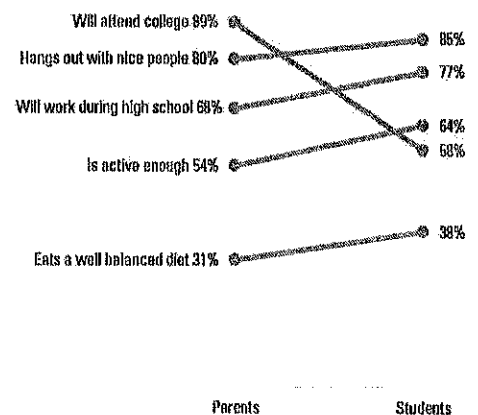
Learn how to transform charts into meaningful insights.

## Before



## After

Surprisingly, students have lower expectations to go to college than their parents have of them.



**Professional skills gained from the workshop:**  
 Data Visualization, Graphic Design, Messaging, & Storytelling

Attendees will get hands-on practice implementing direct, practical steps that can be immediately implemented after the workshop to clarify data presentation and support clearer decision-making. Full of guidelines and examples, after this workshop you'll be able to package your data so it represents your smart, professional quality.

Note: The workshop is highly interactive and tailored to your needs. Participants may be asked to submit content ahead of time for discussion. You'll need to bring a laptop.

## Sample one-day agenda

9:00 am	<b>Welcome and Introductions</b>	Why we should care about data visualization and intentional design
	<b>Visual Processing Theory</b>	The undeniable science behind why this works.
	<b>4 Step Visualization Process</b>	What your audience wants to know and how to tell them.
	<b>Chart Choosing</b>	How to make the right choice and pick a chart form that will tell your story.
	<b>Sharpening Your Point</b>	Using a validated chart checklist, you'll learn how to decrease the noise and elevate the story.
	<b>Pulling it All Together</b>	Building on design principles, let's apply these ideas to create cohesive reporting.
4:00 pm	<b>Wrap up and close</b>	

**"Stephanie Evergreen's workshop was amazing—by far one of the most impactful workshops I've ever been to!"**

By the end of the workshop, participants will learn how to:

- Use research-based graphic design best practices
- Enhance data visualizations with simple, immediately implementable steps
- Weigh the pros and cons of presenting data through various chart types
- Present a data story in a clear form for decision-making audiences

## Register here.

Direct questions to Scott Wituk at: [scott.wituk@wichita.edu](mailto:scott.wituk@wichita.edu)  
or (316) 978-3327

