**Conference of Local Health Officials Committees**

***Annual Report of Activities - 2014***

*Please complete the following form and return to Morgan (*[*morgan@****oregonclho.org***](mailto:morgan@oregonclho.org)***) by October 9, 2014***

***Please plan on having one of the Co-Chairs of your committee present at the October 16th, 2014 Conference of Local Health Officials meeting to report on your committee activities for the Annual Meeting. This meeting will be held in Salem. Thank you!***

# Committee: Healthy Structure

# Chair/Co-Chair: Pat Crozier ( Linn)

**Robert Johnson ( Multnomah)**

**What is the purpose of your committee (please include the issues are within your committee’s purview)? The CLHO Healthy Structure Committee was formed in March 2013, and is a result of merging the CLHO Funding and CLHO Standards committees together. Our purpose is to develop short and long term priorities and objectives related to the standards and funding, review, develop recommendations and report to CLHO. The committee’s work includes finalizing standards for public health, alignment, and recommendations for operationalizing the standards. This includes alignment of the standards with accreditation standards. The committee also reviews and funding formula changes brought from programs with recommendations to CLHO.**

**What are the objectives of your committee?**

**The primary focus of the Healthy Structure Committee is to support operating as a system aligned around strategic direction, priorities, and broad operational approaches. Program direction, priorities, funding, and policy development will be presented to CLHO for review and final approval of the recommendations.**

**Required activities for the CLHO Healthy Structure Committee include review and recommendation regarding funding formula, state and local funding issues, and program element recommendations.**

**What specific issues did your committee work on in 2014 (please be sure to include Program Element and Funding Formula updates in addition to other topics)?**

* This past year the committee worked on revising and updating the *Minimum Personnel Qualifications* for Local Public Health. Presented to CLHO for approval.
* A sub-committee for healthy structure worked on recommendations for fully operationalizing the revised *Minimum Standards.*
* Ongoing discussion and models for improving the local review processes ( i.e. triennial review) and aligning with the revised *Minimum Standards.*
* No funding formula issues.
* Discussed Performance Management Accreditation Readiness grant proposals –Informational only
* Workforce Development discussions

**What were your 2014 accomplishments?**

* **Finished standards review and recommendations on how to operationalize the standards ( April 2014)**
* **Presentations and discussion of Workforce Development Plan for the state**
* **Survey to Counties on Criminal Background checks ( this was going to go to JLT)**
* **Discussions on Triennial Review Process – How it relates to the standards review.**
* **Cross walk tool showing relation between Triennial Review and sections for accreditation.**
* **Discussion on Annual Plans and how to reduce work –long term process.**
* **Program Indicators –began process to look at indicators and assess their purpose. Small workgroup established to begin looking at program indicators and duplication with Accreditation Standards.**

**Were there any specific challenges your committee encountered this year?**

* **Lack of administrative support for committee. ( Three different adm. Support staff assigned, with non-currently)**
* **Defining the role of the committee. Gray area. How relates to tracking and measures**
* **Funding directive? Often funding comes last minute from CDC-not time to bring to the committee**
* **Lost several members –trying to recruit**
* **Losing Co-Chair**

**What is your planned work agenda for the next year?**

* **Funding issues –as they come**
* **Continue to review funding formulas for clarification if needed.**
* **Continue work on how to Operationalize the Standards ( This will involve a QI project which will come back to this committee with information- how to do a standards review process and institutionalize accreditation)**
* **Triennial Review Discussions**
* **Workforce Development –Competency Areas –priorities to use**
* **Subcommittee –Developing Performance measurements across all counties (metrics related to Health Departments). Foundational Framework**
* **Continue reviewing any funding formula changes that come to the committee**
* **Healthy Structure Committee Retreat - -**

**Are there any members who have retired from your committee and do you need new members?**

* We lost three members this past year.