**Conference of Local Health Officials Committees**

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

**Committee: CLHO Preparedness**

**Co-Chairs**: Tom Kuhn and Eugene Regan

**What is the purpose of your committee (please include the issues are within your committee’s purview)?**

The purpose of the CLHO Preparedness Committee is to provide joint leadership in public health emergency preparedness policy development and implementation throughout the State of Oregon. This is accomplished through local health department coordination and guidance with State of Oregon Preparedness staff. Issues include:

1. Funding
2. Report to CLHO Committee on findings of Funding Formula process
3. Development of goals and procedures, along with contract language – PE 12.
4. Develop fiscal responsibility amongst the committee
5. Data assessment and policy for data sharing.

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

1. Define the components of the system and coordinate efforts for preparedness and response.
2. Articulate operation performance standards.
3. Gain annual concurrence for the yearly work plan.
4. Recommend funding distributions.
5. Use the data assessment to justify the funding needs local and state.
6. Develop work-plans, PE 12, and system accountability.
7. Monitor and provide oversight of policy recommendations (PE-12).
8. Monitor target capabilities being worked on to share best ideas and lessons learned.

**What specific issues did your committee work on in 2013-2014 (please be sure to include Program Element and Funding Formula updates in addition to other topics)?**

1. The funding for FY14 (July 1, 2014 – June 30, 2015) was reduced across the board (Base and per capita) by 5.27% reflecting the federal budget cut to the state.
2. Some carry-over dollars were provided to all counties following a grant written by committee members. Working with committee to spend/redistribute this funding.
3. The development and completion of PE 12.
4. Reviewed the development of a new county work-plan template.
5. Implementation of a County Work Plan.

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

1. Difficulty in reaching concurrence on funding formula.

2. Time frame for funding formula analysis.

3. Not sufficient time to orient new members.

**What were your 2013accomplishments?**

1. Completion of new funding formula. Requested and receive a funding level equal to 2013-14.
2. Restructuring of committee with co chairs worked very well by combining the leadership abilities of the co chairs to assist each other and provide consistency in guiding the committee
3. Completion of new PE 12.
4. CHLO Preparedness requested that HSPRP continue issuing the Communication Surveillance Reports and HSPRP agreed to continue to provide the report.
5. A CHLO Preparedness committee member was involved with the interview process for the HSPRP Operations Chief.
6. Assisted in the Development of the assessment data collection tool
7. Using assessments to develop actionable items for interpreting the data
8. Committee members worked with the HSPRP staff to develop a policy for the sharing of the data assessment only with the individual county and not with other counties
9. Gave feedback on the summary reports
10. Committee members provide updates of PHLT meeting activities to the LPHA and Tribes Conference Call

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

1. Maintenance and annual review/update of the county work-plan template for implementation and each county will develop a work-plan for the budget period.
2. Monitor national changes in the preparedness program.
3. Continue monthly meetings and ongoing communication with all counties.
4. Work towards monitoring fiscal responsibility.
5. CLHO PHEP will be working with Dr. Lehman on the Medical Countermeasures project.
6. Monitor the state legislature and keep members aware of new legislation that may affect preparedness programs in the state.

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

1. Jenny Demaris, Lincoln Co. replaced Margo Lalich who retired in June 2013
2. Jerusha Kasch from Multnomah county moved to Texas

**COMMITTEE MEMBERSHIP *Please list all current members of your committee:***

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| --- | --- | --- |
| **Member** | **County/Affiliation** | **Misc** |
| Mary Goodwin | Deschutes | Large Co |
| Selene Jaramillo | Lane | Large Co |
| Jenny Demaris | Lincoln | Small Co |
| Tom Kuhn | Deschutes | Large Co |
| Larry MacDaniels | Clackamas | Large Co |
| Sue Mohnkern | Washington | Large Co |
| Tanya Phillips | Jackson | Large Co |
| Eugene Regan | Douglas | Medium Co |
| Rick Sherman | Marion | Large Co |
| Karen Woods | Wheeler | Small Co |
| Karen Yeargain | Crook | Small Co |