Conference of Local Health Officials

October 15th, 2015

*Conference Executive Members: Muriel DeLaVergne-Brown (Crook); Tom Machala (Jefferson); Carrie Brogoitti (Union); Loreen Nichols (Multnomah), Frank Brown (CLEHS)*

*Conference Members: Muriel DeLaVergne-Brown (Crook); Tom Machala, Vice-Chair (Jefferson); Robin Nudd (Baker); Charlie Fautin (Benton); Dana Lord (Clackamas); Brian Mahoney (Clatsop); Sherrie Ford, (Columbia); Hollie Strahm (Curry); Tom Kuhn (Deschutes); Ellen Larsen (Hood River); Jackson Baures (Jackson); Marilynn Sutherland (Klamath); Jocelynn Warren, (Lane); Rebecca Austen (Lincoln); Pat Crozier (Linn); Pam Hutchinson (Marion); Sheree Smith (Morrow); Loreen Nichols, (Multnomah); Teri Thalhofer, (NCPHD); Katrina Rothenberger (Polk); Marlene Putman, (Tillamook); Carrie Brogoitti, (Union); Tricia Mortell (Washington); Karen Woods (Wheeler); Lindsay Manfrin, (Yamhill)*

*CLHO: Kathleen Johnson*

*PHD Members: Danna Drum, Priscilla Lewis*

*AOC: Stacy Michealson*

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| **MINUTES** |
| **Agenda Item** | **Detail** | **Action Item** | **Responsible Party** |
| **Welcome & Introductions**  |  |  | Muriel DeLaVergne-Brown |
| **Minutes Approval** | September minutes approved. ***Tom Machala moved to approve the minutes, Karen Woods seconds, all voted in favor. Minutes approved*** | Review & Approve | Muriel DeLaVergne-Brown |
| **Conference Bylaws Change** | At our May Conference meeting it was proposed to form a bylaws committee to explore the idea of including a past-chair role to the executive committee. The bylaws committee met and proposed changes to the bylaws that included the addition of a past-chair (most recent) the executive committee to serve for two years. ***Motion-******The bylaws committee moved to approve the changes included in the conference bylaws, Ellen Larsen seconds the motion. All voted in favor. Motion passed.***  | Discuss and Approve | Muriel DeLaVergne-BrownKathleen Johnson |
| **Conference/Coalition Elections** | The Conference/Coalition elections were held at the October meeting, members had the option to mail in their ballot, assign a proxy, or vote in person. The results of the election are as follows:Chair- Charlie fautinVice-Chair- Carrie BrogoittiSecretary-Treasurer- Tricia MortellSmall- Brian MahoneyMed- Lindsay ManfrinLarge- Jocelyn Warren***Motion-******Tom Machala moved to accept the results of the election, Meghan DeBolt seconds the motion. All voted in favor. Motion passed.*** | Vote and Approve |  |
| **Committee Reports** | The committee chairs reported out the work their committees completed over the course of the last year and discussed some challenges. The committee reports can be found under the October Meeting Materials on the CLHO webpage. <http://oregonclho.org/about/clho-meetings/> Some points of discussion included:Information Management Co-Chairs are recommending that committee disband and sent an email to the committee to get a vote.Healthy Structure Co-Chairs are looking for some guidance and direction on the purpose of the committee.Health System Transformation Co-Chairs are wondering if the committee is still needed and that it seems the purpose of the committee is no longer needed.  | Report Out and Discuss | Committee Co-Chairs |
| **OHA-PHD Agency Updates** | Steve Wagner has resigned; Jerry High is the interim administrator for Center for Protection.Marijuana Legislation: Strong collaborative relationship with OLCCThe PHD has put together an interim team and have filled all executive positionsWill be adding 22 staff members for program- majority in complianceModernization: Staffing changes have transferred nearly all limited duration positions to permanent or have plans to make limited duration positions permanentCenter Administration- Dr. Tim Noe has been hired as the Prevention and Health Promotion Administrator, his background includes work with the University of Denver, has ran larger programs working on tribal health services for chronic disease/diabetes | Update | Lillian ShirelyPriscilla Lewis |
| **PHAB Recommendations** | The following people put their names forward for a CLHO endorsement for the public health advisory board:Tricia TillmanMeghan DeBolt, Silas Halloran SteinerMuriel DeLaVergne-BrownTeri Thalhofer Brian MahoneyDiscussion:Some members expressed concerns about lack of Eastern Oregon representation on the board. The board could not come to a final decision for the endorsed CLHO rep for Coos, Douglas, Josephine, Klamath, Linn, Polk, Umatilla, or Yamhill. ***Motion-*** ***Ellen Larsen moved to endorse all PHAB seats except a local public health administrator from Coos, Douglas, Josephine, Klamath, Linn, Polk, Umatilla or Yamhill. Charlie Fautin seconds the motion. All voted in favor.***   | Discuss and Endorse | Muriel DeLaVergne-Brown |
| **PE 08- HIV Ryan White** | Updates to the PE adds an option for a LHD to adopt an indirect cost plan rather than 10% indirect equation.***Motion-******CLHO CD moves to approve the changes to PE 08, Marilynn Sutherland seconds the motion, all voted in favor. Motion Passed.*** | Discuss and Approve | Jackson Baures |
| **Domestic Well Safety RFPG**  | Update to the DWS program and RFP can be found on the CLHO webpage: <http://oregonclho.org/about/clho-meetings/> in the October materials. CLEHS reviewed the RFP and is recommending it for approval.***Motion-******CLEHS moves to approve the DWS RFP, Tricia Mortell seconds the motion. All voted in favor, motion passed.***  | Update and Approve | Tara Chetok |
| **Civil Rights Assessment Tool** | New rules did not make it into contract in order to correct this it needs to go to the county contract groups. The sub contract language for the BOC looking to contract services out will be brought to CLHO. The new tools cannot be launched until language is included in the contract.  | Update | Danna Drum |