Conference of Local Health Officials

September 17th, 2015

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

*Conference Members: Muriel DeLaVergne-Brown (Crook); Tom Machala, Vice-Chair (Jefferson); Robin Nudd (Baker); Charlie Fautin (Benton); Dana Lord (Clackamas); Sherrie Ford, (Columbia); Hollie Strahm (Curry); Tom Kuhn (Deschutes); Kimberly Lindsay (Grant); 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); Katrina Rothenberger (Polk); Carrie Brogoitti, (Union); Tricia Mortell (Washington); Karen Woods (Wheeler);*

*CLHO: Morgan Cowling; Kathleen Johnson*

*PHD Members: Danna Drum, Michael Tynan*

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| **MINUTES** | | | |
| **Agenda Item** | **Detail** | **Action Item** | **Responsible Party** |
| **Welcome & Introductions** |  |  | Muriel DeLaVergne-Brown |
| **Minutes Approval** | August minutes approved.  ***Charlie Fautin moved to approve corrected minutes, Rebecca Austen seconds, all voted in favor. Minutes approved*** | Review & Approve | Muriel DeLaVergne-Brown |
| **Public Health Advisory Board Membership** | CLHO will come up with principles and executive committee will apply principles to move forward recommendation.  PHD created process for other position for non-PHAB positions, solicited stakeholder input on positions.  Application on eGov website for Governor appointed positions on PHAB.  The representatives CLHO agrees upon will be forwarded to PHAB and they will apply online.  Recommendations will be stronger if there is only one name moving forward for each CLHO related positions. CLHO will submit letter to PHD, OHPB and Governors office.  By mid-October, CLHO needs to determine recommendations  Principles for appointee positions   * Broad geographic representation * Behavioral Health perspective * Emerging leaders (younger PH professionals)   Set up survey on CLHO webpage—bring recommendations to CLHO to be ratified  Short bios with statements on why one wants to be in position. | Discussion | Morgan Cowling |
| **Triennial Review QI Workgroup Recommendations** | At joint committee consisting of local health department representatives, CLHO and the public health division met over the course of several months to create recommendations on how to improve the current triennial review process. The final recommendations are available [here](http://oregonclho.org/about/clho-meetings/).  **Discussion:**  Recommendation # 5 change notified to approval | Review & Discuss | Danna Drum  Kathleen Johnson |
| **Health and Infectious Disease Funding** | Infectious disease funding to provide consultation on regulatory guidelines for prevention infections disease. Grant will run for next two years |  |  |
| **Injury Prevention Program** | The PHD received an opioid grant, with funds available for counties.  No communication with CLHO for funds available  Decision made where funding would go by program, identified regions (5 total)  3 funded for first two years, and 2 funded for last two years ( 4 year grant)  Money going to:  Josephine, Coos, Curry  Lincoln, Benton, Linn  Clatsop, Tillamook  Clackamas, Multnomah, Washington  Lane, Douglas |  |  |
| **Proposed Conference Bylaws Changes** | At the May CLHO meeting the group discussed changing the CLHO bylaws to include a past chair position on the executive committee. A small bylaws committee was formed to discuss the possible changes and draft proposed changes in the bylaws. Changes to the bylaws for the conference and coalition need to take place at the respective annual meetings. The conference annual meeting is in October.  **Discussion:**  State that the past chair is apart of executive and not an officer  Send comments/edits to Kathleen | Review and Discuss | Muriel DeLaVergne-Brown |
| **Changes in Food Pool Lodging and EH IGA** | A position at the public health division has been eliminated for food, pool, lodging and Organizational Camp plan reviews for counties. How the work will be accomplished is uncertain at this point.  The PHD program is going to trying and get 4 food specialists up to speed on the program areas.  CLEHS is In discussion with PHD about revising the IGA responsibilities.  One option to make up for the gap is for the five counties that have skilled specialists to review plans to be contracted for other counties (WA, MULT, DESCHUTES, JACKSON, YAMHILL)  **Discussion:**  Add update to next CLHO agenda | Discuss | Frank Brown |
| **CLHO Committee Update** | The annual conference meeting committees provide updates on work they have been doing throughout the year. There is a request to discuss the structure of CLHO committees at next month’s meeting.  **Discussion:**  Add challenges to committee work to reports  And suggestions from committees to structure changes  Ties into role of Conference, may want to consider legal consultation | Discuss | All |
| **Conference Elections Slate** | CLHO elections will be held at the October meeting. Each person running will have the opportunity to say some words prior to the vote.  For those that typically attend over the phone, or are unable to attend need to either vote by mail or appoint a proxy.  Morgan will mail out ballots on Wednesday Sept 23rd | Update | Morgan Cowling |