November 3, 2017

To: CLHO Board

Re: Process & timeline for new CLHO Committee appointments

Background

On January 1, 2018 the CLHO Committees are getting an update. We are officially retiring a couple of committees that we tried and were important for a point in time. Now the work of those committees will morph into other committees.

Each existing and new committee member will need to be re-appointed by the Local Public Health Administrator/ CLHO Board Member. According to the CLHO Bylaws final decisions as to appointments currently reside with the CLHO Chair. However, due to the extensive nature of this restructuring this memo will outline a process and criteria for determining members based on feedback collected at the CLHO Retreat. The CLHO Board will make the decision at the December meeting.

Timeline & Process

November 6th – Email from Morgan asked for Health Administrators to review current CLHO Committee members from their County.

* Recruitment for new CLHO Committee Members and Committee Chairs begins

December 1st – Due date for Committee Member interested submitted by the Public Health Administrator/ Manager.

December 4-8th – CLHO Executive Committee reviews committee membership and looks for representation on each committee from administrators, small medium and large county representative and content experts. If Committees are lacking representative (or have too many) the CLHO Executive Committee will make a plan moving forward.

December 8th – 15th – Additional Committee tweaks/ outreach prior to the 21st Board meeting.

December 21st – All Committee Members and Chairs are appointed at the CLHO Board meeting by the CLHO Chair, Tricia Mortell.