COALITION OF LOCAL HEALTH OFFICIALS

October 19, 2017

**Meeting Minutes**

**In attendance:** Nancy Staten (Baker); Charlie Fautin (Benton); Sherrie Ford (Columbia); Muriel DeLaVergne-Brown (Crook), Pamela Ferguson (Deschutes); Bob Dannenhoffer (Douglas); Ellen Larsen (Hood River); Jackson Baures (Jackson); Courtney Vanbragt (Klamath); Beth Hadley (Lake); Rebeeca Austin (Lincoln); Angela Gerrard (Malheur); Sheree Smith (Morrow); Jessica Guernsey(Multnomah); Katrina Rothenberger (Polk); Carrie Brogoitti (Union); Tricia Mortell (Washington); Lindsey Manfrin (Yamhill); Pat Luetdke (HO)

**Public Health Division**- Danna Drum, Cara Biddlecom

**CLHO**- Morgan Cowling, Caitlin Hill

**Guests** –Jill Huston, Rede Group

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| **Item** | **How** | **Notes** |
| Convene &  Introduce |  | Quorum was not present for formal approvals |
| Appointments |  | Legislative Committee Appointments  Co-chairs: Charlie Fautin and Muriel DeLaVergne-Brown  Members: Pamela Hutchinson, Marion County  Erin Jolly, Washington County |
| Agenda | Review & Agree |  |
| AOC Conference |  | CLHO was accepted to do a presentation at AOC about the Modernization Projects. Three regions will present on their proposals: Jocelyn Warren and Muriel DeLaVergne-Brown volunteered. CLHO decided it was important to have the Eastern region present for the third presentation. Additionally, CLHO staff should put together a summary of all proposals.  By Wednesday each proposal region should send Morgan a brief summary about their proposals so CLHO can put together a handout for AOC. |
| November  Meeting Location |  | CLHO November meeting will be a webinar. For those who are in Eugene for NAACHO meeting, Dr. Luetdke put a tentative hold on a conference room at the Health Department. |
| September  Minutes | Approve | N/A: No quorum |
| CLHO Committees Transition Plans | Approve | Committee structures were discussed during CLHO Retreat. Timeline for new committee structure was to do annual reports during Conference of Local Health Officials and official start date of new groups would be January 1.  Healthy Structures will be developing a charter and workplan template for all CLHO committees. CLHO will share a template for Healthy Structures to update. At the retreat it was requested by CLHO that the template includes annual review of PE, funding formula, and performance measures. We will need to begin recruitment for the new committees and need guidance for timelines and process. As committee member names are collected, send to Caitlin so she can collect the information and share. This information will help committees do outreach to underrepresented counties. Danna emphasized the need for administrators to be active on the committees because of the importance of local perspective.  Discussed that there may be a need for more support of the groups who are being restructured. Morgan will reach out to committee chairs about recruiting for committees and identifying needs for transition.  Beth stated that based on what we heard during the CLHO retreat that there may be a need to shift perspectives about public perception of public health since we heard that what people like most about public health was direct services.  Caitlin and Morgan will send Muriel templates for the Healthy Structures Committee. |
| AIMHI Roadmap & Tools | Update | Jill Huston from Rede Group presented an update on the Modernization Roadmap. She asked CLHO to review the tools matrix and see if there were any tools that locals had developed or used and found helpful in their work to incorporate into the Roadmap Website.  Roadmap Website is under development and will be up as soon as possible. |
| County Health Rankings  Funding Opportunity | Brainstorm | Due November 10 for January 1 – May 11, 2018 funding period.  Up to $4900 for the state  Focus areas are build and strengthen partnerships, develop concrete strategies to advance equity (specifically moving from an equity lens to action to advance equity), build capacity to take action, and build connection for local learning. Last year we focused on the last two (building capacity and building connection) and implemented an equity training in Salem which was a workshop designed to create a common health equity language.  CLHO recommended a coordinated effort for an equity training opportunity. Also considered the need for continued support in working with CCOs and looking at burden of diseases. |
| Mentorship Program Update | Update | Caitlin provided update on the Mentorship Program. Next webinar will be 10/26 from 9-10 and Muriel and Carrie will present on navigating local political environments.  For the upcoming webinars, we have McCabe scheduled to present on marketing in public health as a follow up to their spokesperson training that they did at the retreat. We also had interest in continuing health equity training as well as a policy development training. |
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