November 15, 2018

Meeting of the Coalition of Local Health Officials

**Executive Members** Present: Tricia Mortell, CLHO Chair, Washington; Carrie Brogoitti, Vice-Chair, Center for Human Development Union; Dawn Emerick, CLHO Treasurer, Clackamas County; Pat Luedtke, Health Officer Rep, Lane,

**Members Present:**

 North Central PHD – Teri Thalhofer

☐ Polk –

☐ Tillamook – Marlene Putman

☐ Umatilla – Joseph Fiamara (CLEHS Rep)

 Union – Carrie Brogoitti

 Washington – Tricia Mortell

☐ Wheeler – Karen Woods

☐ Yamhill – Lindsey Manfrin (PHAO Chair)

 HO Caucus – Pat Luedtke

☐ AOPHNS - vacant

☐Hood River – Trish Elliot

 Jackson – Jackson Baures

 Jefferson – Mike Baker

 Josephine – Audry Tibario

 Klamath – Jessica Dale

☐ Lake – Judy Clarke

 Lane – Jocelyn Warren

☐ Lincoln – Rebecca Austen

☐ Linn – Glenne Hughes

 Malheur – Lindsey Atagi

 Marion – Katrina Rothenberger

 Morrow – Sheree Smith

 Multco – Adelle Adams

 Baker – Nancy Staten

☐ Benton – Charlie Fautin

 Clackamas – Dawn Emerick

☐ Clatsop – Mike McNickel

☐ Columbia – Mike Paul

 Coos – Florence Poutal-Stevens

 Crook – Muriel DeLaVergne-Brown

☐ Curry – Ben Cannon

 Deschutes – Tom Kuhn

 Douglas – Bob Dannenhoffer

☐ Grant – Jessica Winegar

☐ Harney – Jolene Cawlfield

**Public Health Division:**

Danna Drum

**Coalition of Local Health Officials:**

Morgan Cowling, Executive Director

**Approval of the Minutes**

*Jackson motioned and Florence seconded approval of September and October Coalition minutes.*

**Coalition of Local Health Officials budget update –** Morgan Cowling, Coalition staff

Morgan presented the two budget documents and reminded the Coalition Board that we quarterly budget updates will be a regular agenda item. There was a robust discussion about the budget moving forward. The organization has “too big” of reserves for an organization of our size and structure. The bookkeeper has advised us to increase programming to better serve the Coalition members. That said, the organization doesn’t have a long-term budget plan it will not be sustainable.

Brainstorm ideas:

* spend the reserved down with 12 months on hand for “emergency”
* Develop a budget plan or strategic plan moving forward for how to best use the resources
* Collect information for how other State Associations of City County Health Officials (SACCHOs) serve their members

Next Steps:

- Dawn, Pat, Florence, Muriel and Jennifer all volunteered to participate in a group to come up with a proposal for the Board to review, discuss and decide next steps. Morgan will support the group and pull together a meeting in the next month to start the discussion.

**Coalition Legislative Committee Policy Statement recommendations** – Muriel DeLaVergne-Brown & Morgan Cowling

Muriel gave the highlights of the Coalition of Local Health Officials recommendation on supporting policy statements that have been developed with data from the Conference Committees, policy positions from the Legislative Committee and input from the Coalition Annual Retreat. The Policy Statements were all available on the website for review.

*The Legislative Committee recommendation for approval comes to the Board as a motion and Jackson Baures seconded the motion. There was no additional discussion. All voted in favor. No opposition, no abstentions.*

**County Health Rankings grant** – Morgan Cowling

Each year the County Health Rankings allows each state to apply for $4900 grant. At the last meeting Muriel DeLaVergne-Brown and Dr. Bob Dannenhoffer were recruited to help think about ideas for the grant proposal and the Coalition Executive Committee made a recommendation on a proposal to support the Modernization equity plan development and community engagement. There was discussion of next steps, however, the Board decided to wait until we get feedback on our grant submission before we figure out next steps.

**Legislative Session Preparation** – All

This agenda item was designed to get feedback on how, when and what the Coalition Board would like in terms of training prior to the legislative session. Coalition members gave great feedback in terms of lobbying preparation and working within a larger agency. The new training idea that was proposed was a communications workshop on how to talk / message/ public health to a wider audience.

**CLHO Retreat Follow-up –** Morgan Cowling

At the last Coalition Board meeting Morgan asked the Board members to email her thoughts as to the themes that came up. She’ll also send out an email asking for feedback. While she didn’t receive anything in follow-up to her email she did share that three themes came to her through the retreat: workforce challenges, learning lab, and communications. These three themes seemed to resonate with the Coalition Board and there was a great discussion on each of these themes and the complexity that each one would bring. There was some discussion to add these to the strategic planning/ budget conversation but in the end the Coalition decided to use the same strategy and come back to the Coalition Board with a proposal/ plan at the next meeting.

**Tobacco – FDA Letter** – (added during the meeting)

Morgan asked the Coalition Board to support signing on to a letter to Senator Merkley asking him to reject a policy rider that would weaken FDA regulation of cigars and e-cigarettes.

*Dr. Pat made the motion to sign-on to the letter, Dr. Dannenhoffer second. All in favor. No opposition, no abstention.*

**Meeting Adjourned.**