



October 17th, 2019  
Meeting of the Oregon Coalition of Local Health Officials

**Executive Members** Present: Tricia Mortell, CLHO Chair, Washington; Carrie Brogoitti, Vice-Chair, Center for Human Development Union; Lindsey Manfrin, Public Health Administrators of Oregon, Yamhill; Joseph Fiumara, Coalition of Local Environmental Health Specialists, Umatilla; Charlie Fautin, CLHO Legislative Committee Co-Chair

**Members Present:**

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Baker – Nancy Staten           | <input checked="" type="checkbox"/> Hood River – Trish Elliot     | <input checked="" type="checkbox"/> North Central PHD – Teri Thalhofer            |
| <input checked="" type="checkbox"/> Benton – Charlie Fautin        | <input checked="" type="checkbox"/> Jackson – Jackson Baures      | <input checked="" type="checkbox"/> Polk – Kristty Polanco                        |
| <input checked="" type="checkbox"/> Clackamas – Julie Aalbers      | <input checked="" type="checkbox"/> Jefferson – Mike Baker        | <input checked="" type="checkbox"/> Tillamook – Marlene Putman                    |
| <input type="checkbox"/> Clatsop – Mike McNickel                   | <input type="checkbox"/> Josephine – Mike Weber                   | <input checked="" type="checkbox"/> Umatilla – Joseph Fiamara                     |
| <input type="checkbox"/> Columbia – Mike Paul                      | <input checked="" type="checkbox"/> Klamath – Jennifer Little     | <input checked="" type="checkbox"/> Union – Carrie Brogoitti                      |
| <input checked="" type="checkbox"/> Coos – Florence Poutal-Stevens | <input checked="" type="checkbox"/> Lake – Judy Clarke            | <input checked="" type="checkbox"/> Washington – Tricia Mortell                   |
| <input type="checkbox"/> Crook – Muriel DeLaVergne-Brown           | <input checked="" type="checkbox"/> Lane – Jocelyn Warren         | <input type="checkbox"/> Wheeler – Karen Woods                                    |
| <input type="checkbox"/> Curry – Ben Cannon                        | <input checked="" type="checkbox"/> Lincoln – Rebecca Austen      | <input checked="" type="checkbox"/> Yamhill – Lindsey Manfrin                     |
| <input checked="" type="checkbox"/> Deschutes – George Conway      | <input type="checkbox"/> Linn – Glenna Hughes                     |   |
| <input checked="" type="checkbox"/> Douglas – Bob Dannenhoffer     | <input checked="" type="checkbox"/> Malheur – Sarah Poe           | <input type="checkbox"/> HO Caucus – Pat Luedtke                                  |
| <input checked="" type="checkbox"/> Grant – Jessica Winegar        | <input checked="" type="checkbox"/> Marion – Katrina Rothenberger | <input checked="" type="checkbox"/> CLEHS Caucus – Joseph Fiumara                 |
| <input type="checkbox"/> Harney – Jolene Cawlfeld                  | <input checked="" type="checkbox"/> Morrow – Sheree Smith         | <input type="checkbox"/> AOPHNS – vacant  |
|  | <input type="checkbox"/> Multco – Rachael Bank,                   | <input checked="" type="checkbox"/> Lindsey Manfrin, Public Health Administrators |

**Public Health Division:**

Danna Drum

**Coalition of Local Health Officials:**

Morgan Cowling, Sierra Prior



## **Agenda Review**

Tricia Mortell moved up Andy Smith, and added approving CLHO to put forward a grant application for County Health Rankings Funding.

## **Minutes**

*Motion: Mike Baker motioned to approve September Minutes. Bob Dannenhofer seconded. Board approved.*

### **2019-2020 Meeting Schedule – Survey Results**

A summary of survey results is posted in the meeting materials. Morgan Cowling explained there has been a lot of discussion over last couple meetings about how to improve our meeting processes. There was also discussion during the retreat about what we should ask in a survey on meeting participation. Overwhelmingly people didn't want to move the meeting date because it's coordinated with PHAB. The survey had great participation with 28 responses from 25 counties. There wasn't a clear technology recommendation. Suggestions for making meetings more productive included making space for participation for folks who are calling in and being more intentional. There were recommendations for shorter meetings and fewer agenda items. Morgan Cowling's suggested next steps are to develop a meeting protocol, create a map of regions to make call outs for feedback, and implement roll call votes.

Bob Dannenhofer suggested calling for "no's" first as roll calls would take more time. Morgan Cowling pointed out that all these changes would take more time, but it would make meetings more inclusive. Charlie Fautin suggested role call votes for funding formulas or some categories of work. Joe Fiumara agreed and said that it would be helpful for people on the phone. Tricia suggested adding a note on the agenda when something will be a roll call vote. Bob Dannenhofer clarified his suggestion of asking for "no's" first and if there are none then proceed and if there are no's then hold a roll call.

Morgan Cowling will work with the new Chair to develop meeting protocols and implement new practices for votes. CLHO staff will work harder to get materials out a week in advance. The new Chair, Danna Drum, and Morgan Cowling will have an earlier meeting each month to set the Conference agenda. There's a new policy for OHA that they must post meetings in a prescribed timeline or the meeting will be canceled.

Jocelyn Warren asked for additional follow-up about who wants to join a satellite location for meetings. Morgan Cowling said that CLHO used to meet in Salem at times, but now the meeting is aligned with PHAB, which is why



the meeting is usually in Portland now. Morgan Cowling said CLHO staff wanted a better sense if satellites are something people wanted, but it was hard to pull out from the board's feedback what would be the best method to facilitate more face-to-face time. If things aren't getting better for people who regularly call-in, then CLHO Staff need to hear more feedback. Danna Drum said that CLHO could explore using PSOB Rm 177 more in the future with a similar set up to PHAB that includes microphones.

### **AOC Annual Conference Update**

Andy Smith from AOC gave an update on the conference specifically highlighting sessions that public health may want to join. The conference is Tues 19<sup>th</sup> – Thurs 21<sup>st</sup> in November, and the Product Tasting event at the AOC Conference is on the 21<sup>st</sup>. Tuesday is devoted to Housing. Wednesday starts with a Public health panel at 8am with Bob Dannenheffer, Morgan Cowling, Muriel DeLaVergne-Brown, and Florence Pourtal-Stevens. The "Hot Topics in Public Health" are: Hep A prevention, breastfeeding in work places, and emergency preparedness. Thursday focuses on the Student Success Act and Early Learning.

Morgan reminded the board November 21<sup>st</sup> is the 3<sup>rd</sup> Thursday, so there will be a CLHO meeting with locations in Portland and Eugene. CLHO Staff will be in Eugene.

The AOC HHS Committee meets on the 2<sup>nd</sup> Monday of the month starting in January. CLHO is an associate member of AOC (county personnel that aren't independently elected). Morgan Cowling attends the HHS committee meeting. CLHO can participate.

### **CLHO Work Plan**

This is the first time CLHO staff have shared a work plan with the CLHO board. Morgan Cowling created buckets of work derived from CLHO's purpose to develop objectives. A draft copy of the work plan is included in the meeting materials. Areas highlighted in yellow have incorporated feedback from the second day of CLHO retreat. Highlights include: more policy and advocacy education work; engaging with higher education; and engaging with commissioners. Some of these areas are work that CLHO has done, but that staff hasn't shared with the board on an ongoing basis. CLHO Staff included professional development with Tricia Mortell's encouragement.

Tricia Mortell asked about the collection of questions on LPH authority gathered at retreat. Danna Drum responded that OHA is still compiling a response.



Mike Baker said that he appreciated inclusion of Leadership Program as a priority. Rebecca Austen asked about whether CLHO Staff has plans for the learning collaborative. Morgan Cowling responded that when work becomes more programmatic that CLHO Staff have historically stepped back. CLHO Staff will defer to the administrators who are on the learning collaborative workgroup. CLHO's Modernization work is supportive and more focused on advocacy for modernization funding. CLHO and PHD staffs have a standing meeting to share ideas and observations that may include the learning collaborative in the future.

Katrina Rothenberger called out concern for upcoming retirees and the need to support the current workforce with succession planning. Morgan Cowling shared that CLHO Staff is working with the Oregon Center for Nursing and Higher Ed on ideas. Joe Fiumara highlighted idea of supervisor/manager caucus as a way to support workforce development, and this work is included in the work plan. Morgan Cowling shared that there isn't a clear consensus on how to move workforce development forward in a specific way, so CLHO staff are still developing next steps.

### **CLHO Retreat Next Steps**

Morgan Cowling provided a retreat follow-up document in the meeting materials.

There are two buckets of work to move forward:

- 1) Areas of administrative burden and challenges with accountability and a focus on outcomes. The follow-up document includes ideas of bodies of work that S&I committee can work on that focuses on process improvement. Idea include:
  - a. Review accountability and reporting across PEs in S&I
  - b. Ask individual committees to review PEs under their purview
  - c. Ask S&I to develop a common template for funding request to aide communication challenges and process improvement for creating/reviewing PEs (Danna brought up that OHA is working on a budget template and plans to work with S&I)
  - d. Have S&I review PE processes.

Mike Baker said the suggestions for administrative burden will be reviewed in next S&I meeting.

- 2) Plan a mini retreat for advancing system wide engagement to develop a shared definition of health equity. CLHO Staff seeks approval for an initial budget for work that includes hiring a contractor to facilitate the process.



*Motion: Rebecca Austen motioned to approve CLHO's recommendation for advancing system wide engagement on health equity. Katrina Rothenberger seconded. Board approved.*

### **SB 29 Follow-up: Review LPHA Statutes**

Morgan Cowling is working with the Public Health Division and the Association of Oregon Counties (AOC) on language for local public health authority. They are asking for 1-2 volunteers to join the work. The goal is to create language for legislation for the 2021 legislative session.

*Volunteers: Tricia Mortell and Rebecca Austen volunteered.*

### **Oregon State Board of Nursing Letter**

The Health Officers Caucus developed a recommendation to submit a letter to OSBN on standing orders for tuberculosis. The CLHO board must approve recommended letter. The letter is included in the meeting materials. Bob Dannenhofer said that TB standing orders complexity and seriousness is different than other standing orders, so the suggestion is to remove those from OSBN's current considerations. Katrina Rothenberger raised concern about gaps in treatment. Bob Dannenhofer said that there are no changes currently that would cause gaps, and the recommendation is to consider the TB standing order separately. Tricia Mortell said that it's important to not remove nurses from TB treatment.

*Motion: Rebecca Austen moved to approve letter, Katrina Rothenberger seconded. Board approved.*

### **CHR Grant Application**

Sierra Prior provided a brief explanation that applications for County Health Rankings (CHR) funding are due November 22, 2019. CLHO Staff thinks this funding opportunity could be used to support system wide work for health equity engagement.

*Motion: Jocelyn Warren made a motion to approve CLHO Staff's request to write and submit an application for CHR funding. Mike Baker seconded. Board approved*

**Adjourn 1:32pm**