



November 21st Meeting of the Conference of Local Health Officials

Minutes recorded by Allison Mora (video recording available upon request)

Reviewed by Secretary Shane Sanderson

Approved on XX

Chair Philip Mason-Joyner called the meeting to order at 09:30 AM PST and requested roll call. Vice-Chair Carrie Brogoitti conducted roll call:

Members Present (x if present):

	Baker – Vacant		Hood River - Trish Elliot	X	Multnomah – Andrea Hamberg
	Benton – April Holland	X	Jackson - Jackson Baures*	X	North Central PHD (Sherman, Wasco) - Shellie Campbell Martha McInnes
X	Clackamas – Philip Mason-Joyner*		Jefferson - Vacant	X	Polk – Kari Wilhite
X	Clatsop – Jill Quackenbush		Josephine – Mike Weber		Tillamook - Marlene Putman
X	Columbia – Jaime Aanensen	X	Klamath - Jennifer Little		Umatilla - Joseph Fiumara
	Coos – Tim Lynch	X	Lake - Judy Clarke	X	Union - Carrie Brogoitti*
X	Crook – Katie Plumb*	X	Lane - Jocelyn Warren*	X	Washington – Marie Boman-Davis*
X	Deschutes – Heather Kaisner	X	Lincoln - Florence Pourtal	X	Wheeler - Shelby Thompson is absent; Sarah Hartenstein is proxy
X	Douglas - Bob Dannenhoffer	X	Linn – Shane Sanderson*	X	Yamhill - Lindsey Manfrin
	Gilliam – DaiLene Wilson	X	Malheur - Rebecca Stricker		HO Caucus - Pat Luedtke*
X	Grant – Jessica Winegar; Trey Thompson is proxy		Marion – Wendy Zieker		CLEHS Caucus - Joseph Fiumara*
X	Harney – Kelly Singhose		Morrow – Robin Canaday	X	PHAO - Lindsey Manfrin*

*Member of the Executive Committee

Public Health Division Staff Present: Danna Drum, Andrew Epstein, Kirsten Aird, Cessa Karson, Jaimie Coleman, Dolly England, Tim Noe, Dean Sidelinger, Wendy Polulech, Jessica Beltran, Anthony Nickerson

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Coalition of Local Health Officials Staff Present: Sarah Lochner, Executive Director; Allison Mora, Program Manager

Quorum established. Philip reviewed the agenda and requested a motion to approve the XX minutes.

Motion: Jackson moved to approve the October 2024 minutes. Shane and Jocelyn seconded the motion. 0 nays, 0 abstentions, all remaining present in favor, motion passed.

Appointments: Philip made the follow appointments:

- A2CPS: No appointments
- CD: Callie Gilliam (Washington), Kim Repp (Washington) and Angie Gerrard (Malheur)
- EH: Tan Khoa Le (Columbia)
- EPR: Riley Martin (Crook)
- HPP: Rebecca Stricker (Malheur) and Angie Gerrard (Malheur)
- S&I: No appointments

CBO RFGA Updates - Updates & Discussion - Steve Fiala, OHA-PHD, Dolly England, OHA-PHD & Jessica Beltran, OHA-PHD

Updates

- Reviewed the **CBO Public Health Equity Grant Background**, highlighting its purpose as an investment in communities to improve health equity in Oregon.
- Various OHA programs have collaborated on this initiative, including CD Prevention, HSPR, EH and Climate Change, and Commercial Tobacco Prevention.

2025-2027 RFGA Timeline

- Currently in **Phase 1**: Focused on planning and incorporating feedback.

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Key Changes to RFGA Language/Organization

1. **Concern:** Misalignment between CBO and LPHA modernization work.
 - **Action:** Revised scopes of work to be program-specific and explicitly tied to modernization accountability metrics.
2. **Concern:** Funding gaps for CBOs, particularly in rural areas.
 - **Action:** Incorporated the PHM funding formula into the scoring rubric to identify gaps. OHA will seek LPHA input if gaps persist.
3. **Concern:** Limited opportunities for LPHA participation in the RFGA process.
 - **Action:** Expanded opportunities for LPHAs to participate in the review and selection process.

2025-2027 RFGA Modernization Scopes of Work

- **CD Prevention:** Activities include acute and communicable disease prevention, HIV, STD, TB, and immunizations.
 - Sarah raised concerns about CBO qualifications for providing immunizations and their reliance on LPHAs for support.
 - Jessica clarified that the grant explicitly states CBOs cannot provide vaccines.
 - Dolly added that some CBOs have operated beyond their scope, requiring further oversight.
 - Andrea Hamberg noted Multnomah County's limited vaccine provision (timeframe clarification needed).
 - Danna emphasized the need for internal clarification on responsibilities, particularly given statewide access issues.
- **Environmental Health and Climate Adaptation:** Includes activities under modernization and federal PEECH funding.
- **Community Resilience:** Focuses on emergency preparedness, risk reduction, community cohesion, and addressing social isolation.

Review and Selection Process

- Applications by cohort: ~300 for Cohort 1, ~100 for Cohort 2, and ~300 anticipated for Cohort 3.
- Heather Kaisner inquired about regions with limited CBO applications.

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- Dolly noted efforts to align CBOs with accountability metrics and support faith-based organizations through ECMO.
- Concerns were raised about LPHA reviewers lacking capacity or awareness of their role. Clearer guidance on reviewer expectations was requested.
- Kristen suggested defining funding caps based on county populations to clarify the number of eligible CBOs.

Transparency and Accountability Improvements

- **Transparency:** Created a Smartsheet platform for workplan sharing; engaged a contractor to analyze activity data.
- **Accountability:**
 - Quarterly activity and expenditure reporting by CBOs.
 - OHA staff addressing performance issues.
 - Public Health System Consultants fostering LPHA/CBO connections.

Discussion/Q&A:

- Bob Dannenhoffer asked about the timeline for CBOs to receive grants.
 - Jessica Beltran confirmed that funding will take effect in January 2026 and explained how the timeline will work. She also mentioned the possibility of backbilling.
 - Dolly England noted that a three-year grant period would be ideal, as the biennium system limits planning time.
 - Bob highlighted the challenges CBOs face with the short timeframe to use and spend the funds, describing it as a high-risk issue.
- Sarah Lochner suggested that each LPHA could provide 3–5 examples of community projects to inspire CBOs and foster stronger partnerships.
 - Shane proposed including a question in the RFGA process to assess whether CBOs are aware of relevant issues and projects identified in local public health assessments.
- Florence Pourtal asked if the funding would come from modernization dollars.
 - Dolly confirmed that some of the grant funding is sourced from modernization dollars. Florence asked for further clarification, but Kristen and Dolly stated that the concern did not apply.

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- Kristen explained that the biennial budget requires funds to be spent within specific timeframes. However, Dolly has combined multiple funding sources with different timelines to increase flexibility.
- Heather Kaisner asked about the origins of other funding.

- Kristen and Danna Drum explained that the funding comes from a mix of federal sources and state funding, including ballot measures.

PHAB Vacancies - Updates - Danna Drum, OHA-PHD

- Two vacancies on PHAB:
 - Meghan Chancey's position (Baker County) and Mike Baker's position (Jefferson County).
- Applications under review for potential replacements.

OHA Federal Mitigation Plan - Updates & Discussion - Kirsten Aird, OHA-PHD

Updates:

- Ongoing discussions regarding reproductive rights and funding uncertainties.
- Highlighted reliance on annual CDC funding, with added complexities due to federal and state budget processes.
- Governor's budget expected December 2, 2024.

Discussion/Q&A:

- Healthier Kaiser emphasized the growing importance of strong partnerships between OHA, CBOs, and other stakeholders.
- Florence Pourtal asked about the process for federal funding and how long it remains committed.
- Kristen Aird explained that the federal government can issue Notices of Award (NOA) and adjust funding amounts, making it essential to closely review the parameters and fine print of grant agreements.
- Florence followed up, asking whether funds already deposited into accounts could be retracted.
 - Kristen Aird and Dean Sidelinger clarified that, historically, once funds are allocated, they are spent and not reclaimed.

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o Danna Drum mentioned there may be some exceptions or distinctions.

- Dean Sidelinger noted that most CDC funding is provided annually, which creates inherent uncertainty as the budget must pass through Congress and be signed by the President.
- Kristen advised that for direct federal grants not facilitated by OHA, recipients should carefully review the fine print for conditions or constraints.
- Key Budget Dates:
 - o The Governor's budget is expected on December 2, 2024.
 - o The President is scheduled to propose the federal budget in February; this proposal is typically aspirational and may face varying levels of approval depending on political dynamics.
- Florence asked if the legislature could allocate additional funding.
 - o Kristen explained that after the Governor's budget is proposed, the legislature will draft its own budget. These are eventually merged into a unified budget that guides funding allocation.
- Sarah Lochner added that if federal funding is withdrawn after the legislative session closes, the Emergency Board could allocate temporary emergency funding until a permanent solution is found.
- Dean commented that with single-party control, it may be easier to pass the federal budget.
- Kristen emphasized that OHA will follow the Governor's direction and share relevant updates with partners as they become available.

National PHAB Request for CCA Data Request - Update - Andrew Epstein, OHA-PHD

- The public health accreditation board is asking for our CCA data since they want to establish an evidence based approach for addressing challenges at LPHAs:
 - o PHAB would get combined data in aggregate
 - o the data/files from Rede group would be ready to share in mid-December

Discussion/Q&A:

- Philip Mason-Joyner said that LPHAs can opt out if they choose to do so since this has been done before, so we can set it up for LPHAs to opt-out

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CHLO Representative Recommendation for the Oregon DWAC - Allison Mora, CLHO

- Ashley Davis (Washington County) nominated and unanimously approved as the CLHO representative on the State Drinking Water Advisory Committee.
- **VOTE:** No opposition, all in favor. Approved.

CLHO Co-Chairs Update - Danna Drum, OHA

Updates:

- OHA-PHD has hired Rede Group to thoroughly review the administrative requirements across all LPHA and Tribal program elements to systematically assess their value to programmatic success and identify opportunities to streamline and reduce administrative burden. This project is in the early phases and will be completed by June 2025.
- Rede Group will develop a rating system for that assessment in collaboration with LPHAs and OHA program staff, as their collective input and expertise are crucial. To that end, Rede Group will convene an ad hoc work group of OHA-PHD and LPHA representatives with experience providing and using administrative data (work plans, reports, tracking data, etc.). The workgroup will meet virtually during January and February 2025 (dates TBD) for approximately three one-hour sessions facilitated by the Rede Group.
- OHA is asking for the following CLHO subcommittees to identify one representative to serve on this ad hoc group:
 - Access to Clinical & Preventive Services
 - Communicable Disease
 - Emergency Preparedness & Response
 - Environmental Health
 - Prevention & Health Promotion
- They are also asking CLHO Systems and Innovation to identify two (if possible) representatives to serve on the ad hoc group. Please send your subcommittee representative's contact information to KC Thompson at the Rede Group (kc.thompson@redegroup.co) by Friday, December 6.

PHAB Updates - Updates - Marie Boman-Davis, CLHO Rep.

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- They held a retreat last week and they had a great and engaging day. Recommendations were discussed on better supporting LPHAs & CBOs.

OSPTR Board Updates - Updates - Carrie Brogoitti, CLHO Rep.

Updates:

- Discussed funding utilization and infrastructure support. Concerns raised about lack of transparency regarding existing resources.

Discussion/Q&A:

- Lindsey Manfrin inquired about the remaining funds (\$23.1 million available) and asked if other funding sources are comparable. She also raised concerns about the lack of conversations regarding existing statewide infrastructure.
- Carrie Brogoitti noted that the board consistently questions how existing funds are being utilized but could not confirm details about infrastructure and deferred to Sarah.
- Sarah Lochner stated that Annalise Dolph would have a better understanding of the statewide infrastructure situation.
- Lindsey emphasized the need for a more structured approach to funding utilization and expressed uncertainty about how current funding is being implemented.

Group Agreements & Practices Debrief - Philip Mason-Joyner, Chair

- Closing reflections emphasized welcoming atmosphere and addressed outstanding issues or concerns.

Meeting Adjourned at 11:30 AM