



8/21/25 Meeting of the Conference of Local Health Officials

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

Reviewed & Approved on XX

Vice Chair Carrie Brogoitti called the meeting to order at 09:33 AM PST and requested a roll call. Vice-Chair Carrie Brogoitti conducted roll call:

Members Present (x if present):

	Baker – Chastity Anderson	X	Hood River - Trish Elliot	X	Multnomah – Kirsten Aird was absent; Andrea Hamberg was the proxy
X	Benton – Sara Hartstein		Jackson - Jackson Baures*	X	North Central PHD (Sherman, Wasco) - Martha McInnes
X	Clackamas – Kim La Croix	X	Jefferson - Katie Russell	X	Polk – Kari Wilhite
X	Clatsop – Jill Quackenbush		Josephine – Janet Fredrickson		Tillamook - Marlene Putman
X	Columbia – Jaime Aanensen	X	Klamath - Jennifer Little		Umatilla - Joseph Fiumara
X	Coos – Tim Lynch		Lake - Judy Clarke	X	Union - Carrie Brogoitti*
	Crook – Katie Plumb*	X	Lane - Jocelyn Warren*	X	Washington – Marie Boman-Davis
X	Deschutes – Heather Kaisner	X	Lincoln - Florence Pourtal	X	Wheeler - Sarah Hartenstein
X	Douglas - Bob Dannenhoffer	X	Linn – Shane Sanderson*	X	Yamhill - Lindsey Manfrin
X	Gilliam – DaiLene Wilson*	X	Malheur - Rebecca Stricker		HO Caucus - Pat Luedtke*
X	Grant – Trey Thompson	X	Marion – Wendy Zieker		CLEHS Caucus - Joseph Fiumara*
	Harney – Kelly Singhose		Morrow – Robin Canaday	X	PHAO - Lindsey Manfrin*

*Member of the Executive Committee

Additional Attendees Present

- **Public Health Division Staff Present:** Naomi Adeline Biggs, Jamie Coleman, Andrew Epstein, Liz Hunt, Tony Fields, Sara Beaudrault, Anthony Nickerson, and Cintia Vimieiro

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- **Coalition of Local Health Officials Staff Present:** Sarah Lochner, Executive Director; Allison Mora, Program Manager
- **Guests Present:** Brita Meyer (NCPHD), Erica Hubbard (Advanced Health), Erika Zepeda, Hannah Greenway, Laura Turpen, and Lynne Rogers

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

- **Motion:** Jocelyn (Lane) moved to approve the July minutes. Trish (Hood River) seconded the motion. There were 0 nays, Marie (Washington), Kari (Polk), and Andrea (Multnomah) abstained, all remaining present in favor, motion passed.

Committee Appointments

Carrie (Vice Chair) made the following appointments:

- EPR: Eric Missman (Yamhill)
- HPP: Shawn Martinez (Josephine)
- S&I: Bill Michielsen (Yamhill)

Agenda Item Topics

Federal Funding Updates, PHAB Prioritization Work | Discussion | Naomi Adeline-Biggs, OHA-PHD

Overview: Naomi Adeline Biggs provided an update on the federal funding landscape, highlighting ongoing uncertainties and recent changes at the federal level that have impacted public health funding. OHA is conducting monthly reviews of potential staff impacts and is collaborating with state leadership and national partners to mitigate funding risks.

- A \$5 million set-aside from the 2025–2027 public health modernization investment (originally part of the CBO allocation) is reserved to address unexpected federal funding losses.
- The Public Health Advisory Board will recommend how to use these funds.

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- Naomi emphasized that these funds are not meant to address ongoing underfunding, but to respond to acute, unexpected losses. She also noted the end of one-time COVID funds and the resulting resource challenges, especially for immunization work.

Discussion/Q&A:

- Jocelyn raised the need to consider the timing of federal impacts for future legislative planning, noting that most local public health authorities (LPHAs) receive federal funds only through the state.
 - Naomi and others acknowledged the importance of collaborative planning and communication.
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SHIP Updates | Update | Cintia Vimieiro, OHA-PHD

Overview: Cintia Vimieiro presented the final priorities for the 2025–2029 SHIP, describing the extensive community engagement and feedback process. The steering committee focused on developing priorities within the public health scope, emphasizing transparency and actionable strategies. Four main priorities were identified:

- Healthy Environments
- Individual, Family, and Community Well-being
- Health Promotion and Disease Prevention
- Emergency Preparedness, Response, and Recovery

Equity and health through the lifespan are cross-cutting values. Strategies were selected based on criteria such as feasibility, funding, and alignment with existing plans. Cintia provided examples of strategies (e.g., increasing access to childhood home visiting programs, promoting routine dental care).

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PE 50 Agreement | Discussion & **VOTE** | Tony Fields, OHA-PHD

Overview: Tony Fields presented proposed revisions to the PE 50 agreement, including:

- Editorial and substantive changes for clarity and consistency (e.g., changing “priority deficiencies” to “significant deficiencies”).
- Removal of the Oregon Very Small (OVS) systems from LPHA responsibility, shifting oversight to OHA to reduce local workload.
- Funding formula updates: The funding formula, last updated in 2017, is being revised to reflect increased hourly costs and the growing complexity of drinking water regulations. The goal is to ensure funding matches the actual effort required.

Discussion/Q&A:

- Questions were raised about the origin of the recommendations and whether a committee vote had occurred.
- Liz (OHA) clarified that the changes were recommended by the relevant committee and supported by partners.

VOTE: Since there was an administrator present at the EH Committee and they voted to send it to the CLHO Conference Board meeting, we were able to move forward to second the motion, which was done by Wendy (Marion). The board voted in favor, with some abstentions from those not participating in the program (Jill (Clatsop) & Florence (Lincoln)).

Incentive Funding Allocations, Process Measure Payments, and Proposal for PE 51 Inflation Increases | Discussion & **VOTE** | Andrew Epstein, OHA-PHD; Steven Fiala, OHA-PHD; Katie Plumb, S&I Committee Co-Chair

Overview: Steven Fiala, Andrew Epstein, and Katie Plumb reviewed the following items:

- The first calculations of incentive payments were based on process measure reporting.

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- The incentive pool is 1% of total funding (~\$470,000), allocated based on population and the number of process measures met by each LPHA. Unallocated funds (from unmet measures) are redistributed to LPHAs exceeding the average number of measures met.
- The process and rationale for the incentive formula were explained, including the balance between rewarding high performance and supporting under-resourced LPHAs.
- The group discussed the practicalities of receiving and spending incentive funds, with some concern about flexibility and timing.

Discussion/Q&A:

- Florence (Lincoln) asked about notification of individual results and the mechanism for distributing funds.
- Jennifer (Klamath) and others discussed whether the incentive funds should be used to support LPHAs not meeting metrics.
- Bob (Douglas) and Shane (Linn) provided historical context and rationale for the 1% incentive model.

VOTE: Proposal for PE 51 Inflation Increases: Andrea (Multnomah) set the motion to propose allocating any upcoming inflation increase proportionally across both local and regional programs, and Katie (Crook) seconded the motion. No abstentions, no oppositions, motion passed.

Review of CLHO Motion for Weekly Board Meeting Holds | Discussion | Liz Hunt, OHA-PHD

Overview: The group revisited the decision to hold weekly board meetings as part of ongoing efforts to ensure collaborative planning and timely response to funding and policy changes. The decision was made to continue with the current format of canceling a week before as needed. This will be revisited at the November meeting.

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Group Agreements & Practices Debrief | Carrie Brogoitti, Vice Chair

Overview: Carrie Brogoitti (Vice Chair) highlighted the group agreements and practices, emphasizing self-awareness, reflection, bravery, speaking truths, curiosity, and transformational accountability. The goal is learning, not perfection. These agreements are included on the agenda and serve as a foundation for meeting conduct.

Meeting Adjourned at 11:30 AM

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