

CLHO Meeting, 11/20/2025

1. Do we need to collect information on types of positions (i.e., permanent, limited duration, temporary, etc.) over time? If so, how will that information be used?
2. What additional categories should be included as options in drop-down menus to limit the use of “other”?
 - Vacancy status
 - Reasons for position loss
 - Types of regional/shared position arrangements
3. How many LPHAs are planning to complete this optional module?

Oregon LPHA Workforce Hiring Survey

December 2025

Part 2: Workforce Changes Over Time

The purpose of this additional module is to:

- Provide a more comprehensive view of the public health workforce than what has been gathered through previous reporting mechanisms.
- Track changes and trends over time as a result of flat and decreased funding at the local, state, and federal level.
- This information can be used to communicate about losses and what's needed to sustain our public health workforce.

The following sections will ask about your staff levels at specific points in time. You will be asked about staffing on:

- July 1, 2024
- July 1, 2025
- January 1, 2026

1. This module is optional to complete. Please indicate whether you would like to explore this additional module or skip to the end of the survey.

- a) Go through the additional module and provide details about my LPHA's workforce changes over time
- b) Skip to the end of the survey and not provide any details about my LPHA's workforce changes over time

Key Definitions

Please use the following definitions as you complete this section. There are opportunities to provide additional contextual information as needed throughout the survey.

Position statuses

- Approved positions:
- Filled positions:
- Vacant positions:

Position types

- Permanent: A full-time or part-time position normally expected to last indefinitely subject to availability or permanent funding.
- Limited duration: A position established either administratively or in an agency's budget for a study, project or workload need not to exceed two years, unless funded by a grant.
- Temporary: A position used for the purpose of meeting emergency, nonrecurring or short-term workload needs of the agency.
- Contractor: A position that provides goods or services to the agency under terms specified in a written contract and is not an employee of the agency.
- Supplemental, on call, or variable hours on staff: A position hired to meet intermittent, irregular, or less-than-half-time agency work needs.
- Other:

Program areas

Respondents will use the same program areas defined in the required section of this survey.

Classification categories

Respondents will use the same classification categories defined in the required section of this survey.

Vacancy statuses

- In recruitment/intend to fill
- Recruitment on hold
- Other

Reasons for position loss

- Employee layoff
- Unfilled vacancy
- Limited duration position ended
- "Sunset" position, repurposing the work
- Other

Type of regional/shared position arrangement

- Share position with one or more LPHAs
- Receive services by position employed by CLHO
- Formal agreement in place with one or more LPHAs for service provision
- Other

Staffing levels on July 1, 2024

2. Please complete the table below to share the number of approved, filled, and vacant positions at your agency on July 1, 2024.

Note: The values for each type of position (permanent, limited duration, etc.) should add up to the total number of approved positions. The “total number of approved positions filled” and “total number of approved positions vacant” should also add up to the “total number of approved positions”. Please review your entries to ensure these values add up.

LPHA positions	#
Total number of approved positions	
a) Permanent	
b) Limited duration	
c) Temporary	
d) Contract	
e) Supplemental, on call, or variable hours	
f) Other	
Total number of approved positions filled	
Total number of approved positions vacant	
Total number of employees filling approved positions	

Note: In the online survey, you will have the option to provide additional context for the information entered in the table above.

Staffing levels on July 1, 2025

3. Please complete the table below to share the number of approved, filled, and vacant positions at your agency on July 1, 2025.

Note: The values for each type of position (permanent, limited duration, etc.) should add up to the total number of approved positions. The “total number of approved positions filled” and “total number of approved positions vacant” should also add up to the “total number of approved positions”. Please review your entries to ensure these values add up.

LPHA positions	#
Total number of approved positions	
a) Permanent	
b) Limited duration	
c) Temporary	
d) Contract	
e) Supplemental, on call, or variable hours	

f) Other	
Total number of approved positions filled	
Total number of approved positions vacant	
Total number of employees filling approved positions	

Note: In the online survey, you will have the option to provide additional context for the information entered in the table above.

Staffing levels on January 1, 2026

4. Please complete the table below to share the number of approved, filled, and vacant positions at your agency on January 1, 2026.

Note: The values for each type of position (permanent, limited duration, etc.) should add up to the total number of approved positions. The “total number of approved positions filled” and “total number of approved positions vacant” should also add up to the “total number of approved positions”. Please review your entries to ensure these values add up.

LPHA positions	#
Total number of approved positions	
a) Permanent	
b) Limited duration	
c) Temporary	
d) Contract	
e) Supplemental, on call, or variable hours	
f) Other	
Total number of approved positions filled	
Total number of approved positions vacant	
Total number of employees filling approved positions	

Note: In the online survey, you will have the option to provide additional context for the information entered in the table above.

5. Please list the position titles of all vacant positions in your agency on January 1, 2026. For each vacant position in your agency, please report the program area, classification category, and current vacancy status of the position.

Position title (open-ended)	Program area (select from drop-down menu)	Classification category (select from drop-down menu)	Vacancy status (select from drop-down menu)
1.			
2.			
3.			
4.			
5.			

Note: LPHAs will be able to enter up to 25 positions. If more than 25 positions need to be reported, please contact Thomas Packebush at Thomas.Packebush@odhsoha.oregon.gov.

6. Did your LPHA experience a hiring freeze at any point between July 1, 2025, and December 31, 2025?

- a) No, we did not have a hiring freeze during that time period.
- b) Yes, we had a full hiring freeze
- c) Yes, we had a partial hiring freeze
- d) Other (please describe)

7. Please list the total number of approved positions GAINED between July 1, 2025, and December 31, 2025. For each position GAINED, please report the program area and classification category of the position.

Position title (open-ended)	Program area (select from drop-down menu)	Classification category (select from drop-down menu)
1.		
2.		
3.		
4.		
5.		

Note: LPHAs will be able to enter up to 25 positions. If more than 25 positions need to be reported, please contact Thomas Packebush at Thomas.Packebush@odhsoha.oregon.gov.

8. Please list the total number of approved positions LOST between July 1, 2025, and December 31, 2025. For each position LOST, please report the program area, classification category, and reason for loss of the position.

Position title (open-ended)	Program area (select from drop-down menu)	Classification category (select from drop-down menu)	Reason for loss (select from drop-down menu)
1.			
2.			
3.			
4.			
5.			

Note: LPHAs will be able to enter up to 25 positions. If more than 25 positions need to be reported, please contact Thomas Packebush at Thomas.Packebush@odhsoha.oregon.gov.

9. For each position LOST between July 1, 2025, and December 31, 2025, briefly describe why the position was lost (i.e., state/county budget reduction, other loss of funding, position repurposed for other work, etc.).

Position title (auto populated from previous question)	Reason for loss (open-ended)
1.	
2.	
3.	
4.	
5.	

10. For each position LOST between July 1, 2025, and December 31, 2025, briefly describe what work has stopped or will stop due to loss of this position or how work of this position is being covered by existing positions through restructuring, reassignments, or something else.

Position title (auto populated from previous question)	Description of work lost and how it's being covered (open-ended)
1.	
2.	
3.	
4.	

5.	
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Regional Positions and Other Cross-Jurisdictional Sharing Arrangements

11. If you had the opportunity, would your LPHA benefit from increased use/access to regional or shared positions?

- a) Yes
- b) Maybe
- c) No

12. If yes or maybe, which types of positions would be of most benefit? Select all that apply.

- a) Epidemiologists
- b) Communications
- c) Policy specialists
- d) Others???
- e) Other

13. Please list the position titles of all existing regional/shared positions or other formal staffing arrangements in place at your LPHA on January 1, 2026. For each position, please report the program area, classification category, and type of arrangement. You do not need to list all informal arrangements.

Position title (open-ended)	Program area (select from drop-down menu)	Classification category (select from drop-down menu)	Type of arrangement (select from drop-down menu)
1.			
2.			
3.			
4.			
5.			

Note: LPHAs will be able to enter up to 25 positions. If more than 25 positions need to be reported, please contact Thomas Packebush at Thomas.Packebush@odhsoha.oregon.gov.

Submission Page

Once you have entered all information into the online survey, press “Done” to submit your survey. **You will not be able to access the survey again once you submit it.** You will receive a pdf copy of your responses via email by February 1, 2026. You may also check the box below to receive a copy of your responses immediately.

If you have any questions about completing this survey, please contact Thomas Packebush, Research Analyst at Thomas.Packebush@odhsoha.oregon.gov or Kusuma Madamala, PHIG Evaluation Point of Contact at Kusuma.Madamala@odhsoha.oregon.gov.

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