



Conference of Local Health Officials

CLHO Health Promotion & Prevention Committee Meeting Minutes

Thursday, June 5, 2025

1:00 – 2:00 PM

Zoom Meeting

Committee Members Present: Rocio Munoz, Jamie Zentner, Jill Quackenbush, Lisa Schuyler, Haley Schimmel, Stephanie O'Neal, Katrinka McReynolds, Jessica Jacks, Theresa Nguyen, Jennifer Little, Elisabeth Maxwell, Jessica Palmer, Susan McLauchlin, Kari Wilhite, Morgan Linder, Gwyn Ashcom, and Laura Bivens.

Committee Members Absent: Andy Chuinard, Sara Hartstein, Caroline Guerrera, Jaime Aanensen, Suzanne Beaupre, Katie Plumb, Belinda Ballah, Rachael Fuller, Tanya Phillips, Trent Titus, Sara Herd, Angie Gerrard, Hannah Woods, Rebecca Stricker, Charlene McGee, Kari McFarlan, Neita Cecil, Carrie Brogoitti, and Susan Pinnock.

Additional Attendees: Amy Young, Anita de Anda, Anthony Nickerson, Bevin Ankrom, Cassy Westbrook, Doris Cordova, Emily Taylor, Heather Long, Jade Wilson, Jerry Walker, Katie Barr, Leti Ayala, Rachel Petersen, Rachael Hawk, and Rebecca Garza.

Start: 1:05 PM

1. Welcome & Roll Call

- Elisabeth Maxwell, CLHO HPP Chairperson, called the meeting to order and welcomed attendees.

2. Review of May 2025 CLHO HPP Meeting Minutes

- No suggestions for edits to the minutes were made. Jessica Jacks, Deschutes County, motioned to approve the May 2025 CLHO HPP Meeting Minutes.
 - **Approval:** Jessica Jacks
 - **Second:** Kari Wilhite

3. New Member Introductions

- Leslie Moguil from Washington County, Laura Bivens from Yamhill County, and Lisa Schuyler from Clatsop County were introduced by Elisabeth Maxwell, Chairperson, as new members of the CLHO HPP Committee.
- A question was raised about the number of voting members from Washington County. Gwyn Ashcom, Chairperson, provided clarification that usually there is one voting member, and Leslie and Gwyn will coordinate offline.

4. Oregon Public Meeting Law Updates

- Chairperson, Elisabeth Maxwell, explained that CLHO HPP Committee meetings will now follow Oregon Public Meeting Law requirements.



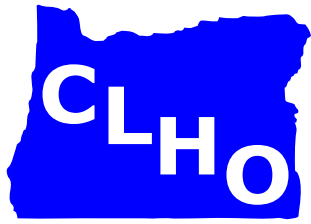
- Alison Mora (CLHO) and Liz Hunter (OHA) are finalizing a script to be read at the beginning of each meeting regarding public meeting law and public comments. That script will read out at the start of each CLHO HPP Committee meeting moving forward.
- There was discussion on the registration process for tracking attendees, including members of the public and media. All attendees will be required to register for each meeting. At future CLHO HPP meetings, there will be an ask that attendees include their agency/county in their zoom display name to assist in tracking attendance. It was also noted that members of the public/media will be asked to identify themselves at the start of the meetings as well.
- It was noted that the meeting was posted publicly, making it open to anyone who registered. Oregon Public Meeting Law requires that we post meeting notices publicly, so members of the public can register to attend.
- Meetings will continue to be recorded for the purpose of writing minutes, but the recordings will not be made public.

5. Quit Line Overview

- Rachel Petersen (OHA) and Cassy Westbrook (OHA) from the Health Promotion and Chronic Disease Prevention section of the Public Health Center for Prevention and Health Promotion, presented an overview of the Oregon Tobacco Quit Line services, including referral options, Nicotine Replacement Therapy (NRT) access, and data.
- Discussion on the specialty programs for different populations, such as pregnant individuals, American Indian/Alaska Native, and menthol users.
- Emphasis on the importance of culturally and linguistically supportive services.
- It was mentioned that the current contract for the Quit Line service provider ends in December 2025. Staff are working to begin the Request for Proposal (RFP) process in the next several months and opportunities for members of this committee to participate in that search will be shared out when applicable.

6. Quit Line Q&A

- There was some discussion around the new Quit Line services provider RFP process. Historical information was shared regarding the history of providers of this service in Oregon.
- There was a question regarding sharing this information with TPEP Program Coordinators as this information would be relevant to their work. It was discussed that there are potential opportunities for collaboration over the next six months.



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7. Federal Changes/Updates

- No federal changes/updates were shared.

8. Legislative Bill Updates

- Brief discussion on Senate Bill 702 and its amendments regarding flavored tobacco products.

9. Next Meeting Agenda Topic(s) Discussion

- It was decided to skip the July 2025 CLHO HPP meeting due to the proximity to the 4th of July holiday. There was a concern that we would have trouble reaching quorum due to many committee members being out on vacation.

End: 1:59 PM

Next Meeting: Thursday, August 7, 2025