Conference of Local Health

# Systems and Innovations Committee Minutes

Dec 27, 2023 – 1 to 2.30 pm

Join ZoomGov Meeting

<https://www.zoomgov.com/j/1612492555?pwd=TU00MDQveE9OaGxZZVRlNU1ZbWZOdz09>

Meeting ID: 161 249 2555

Passcode: 160558

Attendees: Katie Plumb, Naomi Biggs, Alex Coleman, Jiancheng Huang, Sarah Zia, Erin Jolly, Sarah Poe, Sara Beaudrault, Andrew Epstein, Jamie Coleman, Anthony Nickerson, Cessa Karson

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| **Agenda Item** | **Detail** | **Action Item** | **Presenter** |
| Welcome, Introductions (as needed), agenda review, and roll call | Quorum is 50% +1 of committee membership* Quorum not met

Welcome Sarah Poe! |  Roll call Ensure quorum Review agenda for the day | Co-chairs |
| Approve Oct 2023 Minutes | * Will approve at next meeting
 |  | Co-chairs |
| OHA update: Triennial Review Process | * Update on Triennial Review process
	+ Goal to get back to pre-pandemic timeline
		- 6 months notification of upcoming review
		- 3 months prior to review begin pre-review steps and scheduling
		- 3 months following review send out Tools and Reports
		- 6 months following review resolve all findings
	+ Discontinue COVID Modified Review Methods
		- Communicable Disease will focus on 2022 and forward
		- Food Pool & Lodging will focus on 2023 and forward
	+ Internal review of processes and documents
* Request for LPHA Feedback of Triennial Review process
	+ Tools being sent months in advance is helpful
	+ Request for LPHAs to be able to provide feedback during the review process in the form of a survey or other structured process
	+ Include directors in review process communications in addition to the administrator
 | Update / Discuss | Jamie Coleman Cessa KarsonAnthony Nickerson |
| LPHA Office Hours with PHD | * Discuss possibility of office hours to facilitate open communications
	+ Proposing hosting hour long, monthly office hours for all LPHA staff to attend
	+ Each month a different specialist from OHA would be present from depts such as Finance, Communicable Disease, or the Office of Information Services
	+ Will follow up with the group in the future with more details
 | Discuss | Jamie Coleman |
| PE 51 Language | * Process measure language
	+ Added Process Measures adopted by PHAB
		- Sara clarified that LPHAs will need to focus on at least two of the five process measures which is most relevant to their county in each of the three priority areas
		- Sara explained how ‘priority area’, ‘metrics’ and ‘process measures’ are different
	+ Added language “all applicable” in reference to the bullet points in section “b. Public Health Accountability Outcome Metrics” as they relate to each county’s specific experience
		- Concern expressed that it reads as funding would need to be spent on all metrics that are applicable to your county which may not fit into workplans previously submitted
		- Removed the word “all” for clarification
* Group to vote electronically to approve revised PE 51 document
	+ Andrew will work on language changes and send the document to Erin and Katie, for review.
	+ Katie will send voting poll to the group
	+ Andrew will contact Danna to request space be held on the next CHLO agenda to vote on the revised document
 | Update / Discuss  | Andrew |
| Update from Assessment Workgroup | * Tools developed by National PHAB are being piloted by Clackamas and Klamath Counties
	+ Jessica will present findings to JLT at their next meeting
	+ JLT will determine the next steps and timeline
	+ Current goal to have assessments completed by June. Timeline will be based on pilot results
 | Update / Discuss | Andrew |
| Update from Outline Workgroup | * Developing a guiding document and set of tools to support LPHAs in writing of their plan
	+ Will pilot this and hope to receive feedback on initial draft from LPHAs starting in April
	+ Goal of final product by June
 | Update / Discuss | Katie |
| Wrap-up and next meeting | * Check email for PE 51 Voting poll
* Review meeting notes for additional information on updates from the Assessment and Outline Workgroups
 | Discuss and adjourn | Group |
| **Next meeting: Jan 24, 2024 – 1 to 2.30pm** |
| **Co-Chair**Jessica DaleKlamath County Public Health – Assistant Director541-885-2434jdale@klamathcounty.org | **Co-Chair**Katie PlumbCrook County - Health & Human Services Director541-447-5165kplumb@crookpublichealthor.gov  |
| **Public Health Division Liaison**Andrew EpsteinLocal and Tribal Public Health Policy Lead503-969-5816 – andrew.d.epstein@oha.oregon.gov  |