**Systems and Innovations Committee Minutes**

December 4, 2024 – 1 to 2.30 pm

|  |  |  |  |
| --- | --- | --- | --- |
| **Agenda Item** | **Detail** | **Action Item** | **Presenter** |
| Welcome, Introductions (as needed), agenda review, and roll call | Quorum is 50% +1 of committee membership | Roll callEnsure quorumReview agenda for the day | Co-chairs |
| **Committee Agenda Items**  |
| Approve Oct. Minutes | Did not review | Approve | Co-chairs |
| **Agenda Item**  |
| LPHA involvement in review of PH Equity CBO applications  | * **Discuss LPHA involvement in review of CBO Applications**
* Danna summarized review process and issues from previous round of review. Requested feedback on what did or did not work well.
* Anticipating 300 – 400 CBO applications. All CBOs will be competing.
* During the past review, we committed to include LPHAs in the review process. We were hoping to assign applications to their specific LPHA jurisdiction, however, that proved to be too difficult.
* Challenges: Some reviewers were unaware they were voluntold, some reviewers were not interested in reviewing other jurisdictions, some dropped out due to capacity restraints, some were slow to respond to requests. Not all applications were reviewed by LPHAs, creating inequities in review process.
* Positive: Great to have 27 LPHA reviewers which helped with the process.
* Were there particular things that didn’t work well from reviewers’ perspective?
* Stephanie: It is difficult to review CBOs from outside of our jurisdiction as familiarity is needed. Felt like adequate time, no other issues. Maybe better background information / website (has been added).
* Vanessa: The timeline was fine. Statewide perspective, instead of just community, may work better, speaking from past experiences. A committee of reviewers who want to volunteer & sign up directly, would be great. There should be certain metrics they need to pass before being reviewed by the committee. More background on CBOs would be helpful.
* Danna: We will be taking a statewide perspective. We haven’t found a way to get one-to-one matches.
* Vanessa: Benefits of having a committee was communicating with each other and everyone had seen all applications.
* Danna: There were four reviewers for each application, although they never met together as a group.
* Danna: We are committed to having LPHA reviewers and are working on the estimates of how many reviewers and how much time commitment is expected.
* Amber: Her staff feedback was with the timeframe being in the middle of December, when many were on vacation, was tricky. They didn’t have clarity how many applications they were reviewing or how long it was going to take. Important to have local context & what’s going on.
* Danna: Overall changes are being made. We’ve heard some CBOs get funding to do a certain thing, then they are expecting LPHA to execute. (vaccinations, for example).
* Florence: CBOs currently funded have an opportunity to reapply. Is there going to be some way to check if the CBO has a relationship with an LPHA?
* Danna: We’ll work on a way to do this sort of check.
* Vanessa: Could we ask on the application if you’ve received funding before and how have you worked with your LPHA? Such as showing metrics, supplying your contacts, along with letter of support.
* Jessica B: Regarding comments, we have implemented quite a bit of the suggestions, which are great and thank you.
* Jessica D: It’s discouraging to see CBOs are stated as a partner to an LPHA, however, they haven’t contacted you. This information is relative to future funding decisions.
* Vanessa: Asking questions is great, but in the screening tool, we need a weighted scale on how important it is to the tally.
* Were there things for those of you who reviewed that worked well?
* Stephanie: Reminder emails
* Vanessa: Good turnaround time, orientation & forms
* Possible improvements shared on slides. Looking to recruit reviewers around May. Will need at least 50 reviewers, 8 CBO applications for each to review, about 20 hrs per reviewer. Having LPHA lens is more important than reviewing applications for reviewer’s specific jurisdiction. Email Andrew, Jessica or Danna with any further improvement ideas.
 | Update and Discuss | Danna Drum & Jessica Beltran |
| Local modernization plan template | * **Final discussion / review of local modernization plan template before it’s released into the wild.**
* Alex: We have incorporated all committee feedback provided in September/ October, including updated language in introduction, added guidance to develop plan and how to use template. We also aligned language with what’s in the CCA and how it can be pulled. For the contract expenditures - direct and pass through – does it make sense to combine the two?
* Florence: Put them together, Amber agrees.
* Alex: Is there a benefit using the broad categories for funding, or do folks want to keep it granular?
* Kim: Prefers to show different types of funding. Erin agrees. Florence agrees.
* Alex: The language will be updated to reflect funding sources. Foundational capabilities and programs are distinguished from each other. Matched additional programs with CCA.
* Andrew: Statute requiring local modernization plans states that plans should include any additional activities the LPHA considers necessary to protect the public’s health and aafety.
* Jessica: We will rephrase “if applicable,” not “optional.”
* Florence: She’s a bit worried about this, why are we doing those? If we’re not yet funded to implement basic framework, it doesn’t make sense to include outside plans.
* Jessica: The main context, to be remembered, is that additional programs to be implemented are a part of this framework. Not everyone will be using this template, however we want to keep our commitment as to when we would get this out.
* Template will be released in January at the same time as the plan approval criteria.
* Set up a community of practice for folks to get together – maybe in spring
 | Update | Work-group |
| Approval criteria local MIP | * **Continue discussion of criteria for approval of local modernization implementation Plan**
* **Process for review and discuss who should be involved.**
* Andrew reviewed approval criteria
* Questions discussed about governing body engagement in modernization plans
* Andrew: Approval criteria document will be going to the PHD executive team 12/10, then to CLHO 12/19 (Jessica and Andrew to present), then to PHAB in January for review.
* Email Andrew with any concerns before 12/10
 | Discuss | Andrew |
| PE 51  | * **Review PE 51 language updates**
* Aiming for approval by CLHO S&I in time to present to CLHO for approval in March.
* Review the document Jessica sent out with meeting materials. Email Andrew if there are any questions.
 | Discuss | Andrew |
| Wrap-up and next meeting | * Discuss next meeting
	+ PE51 discussion
* Set goals for what we want to get accomplished
 | Discuss and adjourn | Group |
| **Next meeting: January 22, 2025– 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  |

**Roll Call (18):**

|  |  |  |
| --- | --- | --- |
| County / LPHA | Name | X if present |
| Benton | April Holland |  |
| Clackamas | Kim La Croix | X |
| CLEHS Rep | Julie Hamilton |  |
| Crook | Katie Plumb (co-chair) |  |
| Crook | Stephanie O’Neal | X |
| Deschutes | Heather Kaisner |  |
| Douglas | Sarah Zia | X |
| Douglas | Vanessa Becker | X |
| Jackson | Laura Lui | X |
| Klamath | Jessica Dale (co-chair) | X |
| Lane | Amber Roche | X |
| Lincoln | Florence Pourtal | X |
| Linn | Shane Sanderson |  |
| Marion | Rebecca Chavez | X |
| Polk | Kari Wilhite | X |
| Washington | Alex Coleman | X |
| Washington | Erin Jolly | X |
| Yamhill | Lindsey Manfrin |  |

**OHA staff present:** Danna Drum, Andrew Epstein, Jessica Beltran, Valori Fleisher

**CLHO staff present:**