**Systems and Innovations Committee Agenda**

October 15, 2018 2 to 3:30 pm

PSOB room 915 –

Members participating: Brian Johnson, Florence Pourtal-Stevens, Tatiana Dierwechter, Frank Brown, Jessica Dale, Judy Bankman, Sara Beaudrault, Janis Payne

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| **Agenda Item** | **Detail** | **Action Item** | **Presenter** | **Time** |
| Welcome, Introductions (as needed) and roll call | Quorum is 50% +1 of committee membershipQuorum not achieved. | Ensure you have quorum | Mike/Florence | 5’ |
| Review of minutes | Review and approve minutes from August meetingUnable to approve due to lack of quorum. | Approve | Mike/Florence | 5’ |
| **Work plan Agenda Item –**  |
| Update on the funding formula checklist | Tobacco funding formula committee is just starting reviewing it.Do we want to invite one of their representatives to our November 2018 meeting for some initial feedback?**We would like to hear about their experience but not necessarily in person. Written feedback, a conversation with one of our committee members or joining our conference all would also work. Sara will find out when they are meeting next.** | Discuss and decide | Sara/Mike/Florence | 10’ |
| Starting the conversation about other objectives on our work plan?  | What does the committee thinks about starting the work around objective 3 on the work plan and how would we want to approach this work?Objective 3 is: ***Identify and Make Recommendations to Eliminate Duplicate Reporting*****Committee members think there is excessive duplication of information in reports. Is it possible to use the updated federal quarterly funding forms? Or is there some reason for requesting the same information in different formats? Can OHA inventory a specific, concrete table showing where Program Elements require additional reporting that can be provided to Public Health authorities? If possible, this would be the first step with the OHA report then shared with local finance people for collaboration. Sara will reach out to Finance to see what can be done. Once we have that information, we can discuss what system changes would be needed.**  | Discuss and decide | Sara/Mike/Florence | 65’ |
| To do item for next meeting | Sara Beaudrault will find out when the Tobacco Funding Formula committee is meeting next.Sara Beaudrault will contact OHA Finance to get information on creating a short, specific report on where duplicate or additional reporting is required by the Program Elements. | Discuss and approve | Mike/Florence | 5’ |
| **Next meeting: November 19h 2018 2 to 3:30 pm**  |
| **Co-Chair**Michael BakerJefferson County Public Health Administrator541-475-4456Michael.baker@co.jefferson.or.us | **Co-Chair**Florence Pourtal-StevensCoos County Public Health Administrator541-266-6774Florence.pourtal-stevens@chw.coos.or.us  |
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