**Systems and Innovations Committee**

**Minutes**

April 16th 2018 2 to 3:30 pm

Members present: Sara Beaudrault, Brian Johnson, Caitlin Hill, Florence Pourtal-Stevens, Frank Brown, Hillary Saraceno, Judy Bankman, Koua Cha, Michael Baker, Muriel DeLaVergne-Brown, Amanda Garcia-Snell

Guests: Morgan Cowling, Kim LaCroix

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| **Agenda Item** | **Detail** | **Presenter** |
| Welcome, Introductions (as needed) and roll call | Quorum is 50% +1 of committee membership. Erin Sedlacek may no longer work for Linn County and so may be removed from the committee. Florence will check with Linn County.Quorum achieved | Mike and Florence |
| Review of minutes | Review minutes from last meeting, make corrections as needed Approve minutes from February and March meetingsFebruary minutes approved as written | Mike and Florence |
| Approve Committee Charter | Approve Charter since we did not have quorum at February meetingApproved as written  | Mike and Florence |
| Presentation on the LPHA transition guide | Kim and Andrew will present on a draft of the LPHA transition guide that is designed to support counties that are thinking about different models for public health service delivery. The goal of the guide is to provide resources to LPHA to help with decision-making and seamless transitioning from one model to another. Kim and Andrew are looking to get some feedback from our committee.Kim presented on the Local Public Health Authority Transition Resource Guide and LPHA Structures Map. The purpose of the guide is to support counties considering different models of delivering public health services. The goal is to provide resources to help with decision making and transitioning from one model to another. The intended audience is governing bodies of Oregon local public health authorities and local public health administrators. Six chapters:1. Public Health overview: What is Public Health? What is Oregon’s public health system? Information on modernization, the three types of public health authority, their statutory responsibilities, governance function, the five options LPHA’s have for delivering services, cross-jurisdictional sharing.
2. Legal considerations: LPHA governance function, health administrator and health officer roles and responsibilities, county responsibilities for vital records.
3. Public Health funding: Overview, program summaries, uniquely funded programs, discounted drug programs, supplemental programs. Environmental Health intergovernmental agreement is addressed here.
4. Tips for community engagement.
5. Sub-contracting: What to consider when you are developing a contract. This included notification guidance, required monitoring, transferring property and equipment to another entity.
6. Evaluation: tips on assessing how LPHAs are working

Appendix: Maps, LPHA structures, other resources Additional suggestions were received for a cost analysis tool, a separate section on cross-jurisdictional sharing, tips on engagement with CCOs and other community and industry groups. Next step is to share with big CLHO in May/June and finalize in July. | Kim LaCroix |
| Background for funding formula work | Morgan will present on the request from the CLHO Board for us to work on concrete ways to operationalize the PHAB funding principles that could be used for all funding formulas, how to operationalize the principles developed by PHAB.The ask is for this committee to examine and develop some guidance on principles to help the committees look at this uniformly. Multi-county jurisdictions would be awarded a base for each county and each county with a base would look at a tiered structure for the bases. There is also a question of connecting a tiered funding formula to the scope of work. The board does not have a timeline for this but would like to be informed if it appears that it will take more than three months.The modernization formula will be used for modernization. We will be more concerned with grant-specific funding streams that are connecting to program elements. However, we can be guided by the modernization funding formula where is seems applicable or relevant. Any source of accountability metrics, including the PHAB recommendations relating to funding formulas, is a viable source.  | Morgan Cowling (CLHO) |
| SI committee work plan | Review, discuss and approve second draft of the work planDevelop program element review tool and consistent funding process and standards. We have a proposed timeline of three months to create this and another month to get it in writing. The work plan amended from two objectives to one that will include consistent funding process and standards that can be used by other committees. Moved and seconded to approve. | Mike  |
| Identify main conversation points around our recommendations for how to operationalize the PHAB funding principles.It was suggested that we talk at our next meeting about the PHAB seven principles and PH modernization funding formulas. Sara Beaudrault will lead that discussion. Carrie Brogoitti and Bob Dannenhoffer from the PHAB committee could also be invited to join our discussion. We could also reach out to the RH committee to talk about what they used for the new GE41. The CLHO Preparedness committee decided not to the use the modernization formula and it could be valuable to learn what the reasoning was behind that decision. | Mike |
| To do item for next meeting | The agenda and any supporting documents will be available one week prior to the monthly meeting on the website. A reminder will be sent out at that time with the web address: <https://oregonclho.org/2018-systems-innovation/meeting/>. Accreditation and modernization crosswalk documents will continue to be available Next meeting 5/21  |  |
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