

**CONFERENCE OF LOCAL HEALTH OFFICIALS  
EXECUTIVE COMMITTEE MEETING  
April 19, 2006  
Portland, Oregon**

**Agencies represented:** Tom Eversole (Benton Co.); Alan Melnick (Clackamas Co.); Karen Ladd (Columbia Co.); Karen Triplett (Grant Co.); Karen Gillette (Lane Co.); Jan Kaplen (Lincoln Co.); Frank Moore (Linn Co.); Dave Houghton, Gary Oxman, Jan Wallinder (Multnomah Co.); Genni Lehnert (Umatilla Co.); Lisa Ladendorff (Union Co.); Roberta Hellman, Sue Omel (Washington Co.); Matt Jaqua (Yamhill Co.); Susan Allan, Tom Engle, Katherine Bradley, Katy King (DHS/OPHS); Linda Fleming, Staff

The meeting was called to order at 10:12 a.m. by Dave Houghton, Chair, with seven Executive Committee members present. Anne Peltier and Leslee O'Brien were absent.

Brief reports on workforce development and pandemic flu planning were added to the agenda.

Workgroup A – Jan Wallinder, Tom Eversole

The draft recommendations for organizational development of the Conference and Coalition were reviewed with requests for follow-up input. It was noted that the recommendations assume videoconferencing capability across the state.

Discussion followed of the need for two organizations with separate missions (advocacy vs. advisory). Susan Allan expressed a concern that if the organization became one with both an advocacy and advisory component in the same organization, it “might change the tables OPHS could have CLHO participate at.” Susan would seek input from DOJ in that instance. It was suggested that CLHO also seek legal interpretation as to the benefit of one organization vs. two; potential conflicts, etc.

There is a desire for the local organization to be both advocates of public health and advisors to DHS, while also sharing a co-governance ( of the system) role. Susan offered that there may be two elements missing in the co-governance proposal: DHS now receives advice from CLHO, but CLHO must also be willing to accept advice from DHS as well as promote engagement of CLHO members with each other (e.g. – mentoring models).

Tom Engle offered some proposals of language clarification relevant to the Secretary-Treasurer position. He also noted that the language does not reflect the current OPHS administrative support for CLHO. OPHS pays the Coalition to provide clerical support, room rent if necessary, coffee, and travel costs of the Executive Committee to six meetings per year.

There was further discussion of how better to involve committee chairs, clarify the function of the Executive Director, the need for more staffing, how decisions are made (e.g. – vote or consensus).

The draft and a follow-up survey will be made available electronically prior to the May meeting to help finalize the recommendations for June adoption.

Workgroup B – Gary Oxman

The work of Workgroup B is dependent upon the structural recommendations of Workgroup A to best define the structure and activities of the Legislative and Social Marketing Committees targeted by this workgroup.

Gary reviewed the charge and mission elements delegated to this workgroup. A clear message of the charge and the workgroup’s discussion to date is the desire for increased influence. This involves advocacy, better mobilization of local resources (i.e. – local administrators), capacity to do analysis of issues and bills, better utilization of existing resources from AOC and OPHS during the legislative session, and the ability to provide rapid, clear communication when issues arise, positions are needed, etc.

Next steps: an electronic survey to gather core system information to move the group to clear definition of the policy advocacy mission; meeting as soon as possible post-survey.

LGAC – Linda Fleming

Agreement has been reached with DHS on how to proceed with the AOC priority to better depict the system (state and local) in budget presentations and documents.

Legislative Fiscal Office (LFO) has agreed with AOC to depict the entire system in human services, public safety, and economic development. AOC and LFO are now working on the content and surveys best able to collect the information. Templates of the surveys will be done by the end of May and out to the counties in June.

Chris Johnson will work with Linda Fleming and others to develop a white paper on incorporating local data into forecasting client/service loads.

Ramona Foley presented information on changes in federal regulations on TANF and impact on Oregon. Oregon falls far short of meeting new federal regulations regarding percentage of clients meeting the definition of work, or seeking work.

Susan Allan presented information on the Safe Drinking Water Program and Pandemic Flu planning. Safe Drinking Water, in particular, is in jeopardy due to funding shortages and increasing EPA requirements.

MCH Program Elements – Sue Omel

Sue provided background information on WIC PE #40 approved by CLHO MCH 12/21/05 and forwarded to CLHO Executive Committee for approval in January 2006. After being referred back to committee for further discussion, CLHO MCH continues to support the language regarding dietician referral on pg. 8B. This language reflects minimum practice standards and should not be lowered further.

A new WIC PE related to fruits and vegetables (Research Study Services) has also been approved by CLHO MCH and being presented for approval by CLHO Executive Committee.

Jan Wallinder moved; Alan Melnick seconded: approve the WIC PE(s) as presented by CLHO MCH.

Discussion. Examples were provided on how the dietician standard can be met.

**Motion passed unanimously.**

Immunization PE #43 added language on pg. 5, 4d. It was approved by CLHO MCH on 3/15/06 and is now presented for approval by CLHO Executive Committee.

Alan Melnick moved; Jan Wallinder seconded: accept PE \$43 as presented.

Amended by Alan Melnick, accepted by Jan Wallinder: add “state” to 4d, iv, pg 5 (passed unanimously).

Clarification: monitor five days a week or hours the agency is open (twenty-four hour tracking will be recorded). Technology with continuous monitoring is acceptable.

Suggestion: add “at a minimum” in 4d, iii, pg. 5.

Katherine Bradley will work on the intent of the language in 4d., iii.

MCH PE #42 has two changes.

1. The block of funds can be used for the six main programs identified or for other programs the county identifies as necessary through planning and a needs process.
2. State general funds are separated out from federal funds. They are “freed up” for other services or can be used as match.

References to the triennial review, annual reports, data, and fiscal reports are included. The overall language is clearer and more flexible than in previous years.

Alan Melnick moved; Jan Wallinder seconded: accept the changes in PE #42 (passed unanimously).

A cover letter will go out explaining the MCH dollars are the same amount, just look different.

On-Call Back-up for Health Officers – Gary Oxman

Beth Epstein will convene a group of Health Officers to develop a solution to this issue which primarily affects small counties. The Health Officers Caucus is requesting that one or two administrators review the proposed solution, give input and feedback, so the outcome is realistic and usable.

Karen Gillette and Lisa Ladendorff volunteered to do the initial review and work with PHAO on the issue.

Pan Flu Planning – Roberta Hellman, Tom Engle

The distribution of funds for pandemic flu planning was presented. \$552,055 total goes to counties.

Another \$2.5 M is anticipated this fall. There will be a “significant process” to qualify for these additional funds. The process includes completed LHD assessments, a summit, and community engagement plans.

Discussion: quick turnaround and obligation of the current funds.

Alan Melnick moved; Gary Oxman seconded: accept the formula recommendations of PHPLT.

Tom Eversole amended; accepted by Alan Melnick and Gary Oxman: add “ move to suspend the order of process of going through CLHO Funding Formula Committee and accept the formula recommendations of PHPLT. (passed unanimously)

Workforce Development – Tom Engle

Information will be coming on available programs and offerings for workforce development. If anyone is interested in working on issues related to workforce development, contact Linda Fleming.

Announcement

Tom Eversole shared an e-mail from himself and Jane Moore regarding comments and concerns about the Breast and Cervical Cancer Program. If there are further comments, contact Jane, Tom, or Paige Sipes with input. BCC will be on the May CLHO agenda.

Meeting adjourned.