



Conference of Local Health Officials meeting **10:10am-12:30pm** *DRAFT Minutes: April 19, 2007*

Agencies Represented:

Tom Eversole, At Large (*Benton*); Marti Franc (*Clackamas*); Joell Archibald* (*Clatsop*); Georganne Greene, PHAO Rep (*Curry*); Dan Peddycord (*Deschutes*); Peggy Kennerly* (*Douglas*); Ellen Larsen* (*Hood River*); Mark Orndoff* (*Jackson*); Diane Seyl* (*Jefferson*); Belle Shepherd* (*Josephine*); Michael Kurtz (*Klamath*); Karen Gillette* (*Lane*); Jan Kaplan (*Lincoln*); Paula Sampson (*Lincoln*); Anne Peltier, Treasurer/Secretary (*Linn*); Penny Walters* (*Malheur*); Rick Sherman (*Marion*); Dave Houghton, Chair (*Multnomah*); Gary Oxman, Health Officers Caucus Rep (*Multnomah*); Genni Lehnert, At Large (*Umatilla*); Lisa Ladendorff (*Union*); Kathy Schwartz (*Wasco-Sherman*); Lynette Benjamin (*Wasco-Sherman*); Roberta Hellman (*Washington*); Matt Jaqua, CLEHS Rep (*Yamhill*); Gordon Fultz, AOC Rep; Linda Fleming, Executive Director **OHD**; Susan Allan, Tom Engle, Gail Shibley

* *participated via videoconference*

Guest(s):

Steve Modesitt, Public Health Information Systems Manager (*DHS-HS, PHD*); Frank Steinkellner, FamilyNet Project Manager (*DHS, Administrative Services*); Barbara Woods, System Architecture Manager (*DHS, Office of Information Services*); Cara Fisher, Member Services Director (*Association of Oregon Counties*)

County Roll Call:

Twenty-two Oregon counties were represented at the April meeting: Benton, Clackamas, Clatsop, Curry, Deschutes, Douglas, Hood River, Jackson, Jefferson, Josephine, Klamath, Lane, Lincoln, Linn, Malheur, Marion, Multnomah, Umatilla, Union, Wasco-Sherman, Washington and Yamhill.

Convene/Introductions:

The meeting of the Conference of Local Health Officials was convened at 10:10am by Chair, Dave Houghton, with ten Executive Committee members present.

Agenda Review:

Dave Houghton reviewed the agenda, which included the following items: Exec-Exec meeting review; Review and approval of minutes from March 15, 2007 meeting; LGAC report; Interoperability report; addition of a CLHO Environmental Health (EH) Committee.

Minutes:

Dave Houghton asked if there were any additions or corrections to be made to the March 15, 2007 minutes. None were noted.

Motion: The March 15, 2007 minutes were approved with no oppositions and no abstentions.



Exec-Exec report:

Susan Allan reported the Committee discussed SB 162 which proposes a major overhaul and reformation of the state's EMS system. EMS funding was withdrawn from the co-chair's budget; and funding is more critical than legislation, Susan explained, to build EMS into part of the Oregon Public Health Emergency Preparedness program.

Dave Houghton reported the Committee also discussed timber revenue losses to counties, specifically the implementation of a mechanism for a quick response to counties. To date no county representatives have submitted any variance requests – however, while the mechanism remains in place, eventually a discussion to finding a long-term solution will need to occur. Based on the process of the March 5th meeting, the CLHO Executive Committee will revisit what their role should be in discussing and designing a long-term solution and how to frame their work. Dave explained he will continue to work with the Executive Committee to develop a 'strong man approach'; which will be challenging but is also a necessity as funding will not continue at the rate counties have become accustomed to. Susan Allan added it is also important to address the budget shortfall the revenue loss has created; adding the message to counties should be consistent and positive. The state is accommodating the timber revenue loss but being clear it is *not* good public health policy. **Dave Houghton volunteered to create a draft of the Committee's responsibilities and expectations around discussing a solution to the timber revenue losses.**

LGAC:

Anne Peliter explained most what she was planning to report on was discussed by Linda Fleming and Gordon Fultz in the Legislative Strategy update and she therefore had nothing to report.

Interoperability:

Ellen Larsen reported CLHO IS has been working on implementing county-state interoperability and is looking for sponsorship from counties in initiating a business case.

Barbara Woods reported at the last meeting, CLHO members heard the state has been working with counties to reduce duplicative data entry and the state would like to thank the county participants, including: Benton, Clackamas, Clatsop, Douglas, Lincoln, Linn, Marion, Multnomah and Washington. Currently CLHO IS has identified batch exchange as an acceptable method of data exchange; however real time exchange is also being explored. In order to make things easier, the state is proposing building an infrastructure and implementing a standard interface to minimize what counties must do to achieve interoperability. If the state proceeds with building and implementing, counties would not necessarily lose any county-specific unique identifiers. However, county systems *would* need to be modified to accommodate county *and* state identifier(s).



Frank Steinkellner explained CLHO IS would clearly identify the scope of the business care before proceeding, adding they are not focused solely on the exchange of immunization records. Once the scope is identified, then county/state leadership would be chosen to be included in the process and discussion.

The four primary responsibilities of county sponsors would be:

- Authorization of resources needed to complete the business case
- Monitoring the progress of the case, ensuring the process is going as planned
- Review of results
- Charter project as appropriate. Because it is a business case, it is appropriate for sponsors to take this step.

All costs associated with proceeding with any county-state interoperability project would be clearly articulated in the business care. Frank added both hard and soft savings should be considered in the thinking process.

Dave Houghton asked if they were looking for approval of the concept. Ellen Larsen replied yes, adding CLHO IS needs commitment/participation from county administrators or those delegated by administrators to make decisions to ensure the result is what counties want. Ellen Larsen explained that since CLHO IS is an advisory to the state public health division, they are looking for a commitment from CLHO to advise the state that this is the way to proceed. Adding all of CLHO and the state's public health division have a stake in this process and, in the long-run, will all benefit. Steve Modesitt clarified that at this point, the only sponsorship they are seeking is for the business case. Gary Oxman stated the initial steps that need to occur:

- CLHO should advise the state that yes, this is an appropriate process
- However, for county support CLHO IS needs to approach individual counties

Joell Archibald commented it seems logical that there be at least one representative for each of the five data systems that exist. She went on to express her support and willingness to participate adding the expertise needs lies between her and her county's IT manager, however she is unsure if she can leverage his time.

Tom Eversole stated he is willing to make a commitment because the business case, as he sees it, is a necessity. He then added that he sees one of the main challenges as the cost of administering federal and state benefits. Lisa Ladendorff stated she supported Tom's comments and added available resources and needs will differ from county-to-county as one data system may be easier to tailor than another. She offered her support of developing a business case.

Ellen Larsen stated CLHO IS meets every third Friday from 9am-12pm and videoconferencing is available. Those who would like to participate should contact Ellen and she will pull all those interested together.

Motion: Gary Oxman moved and Kathy Schwartz seconded CLHO's formal approval of the concept of the business case presented and approves CLHO IS informing and educating the appropriate county representatives as necessary to enhance and move



along the process. CLHO will also advise the state this is a good concept to proceed with. **Motion approved with no oppositions or abstentions.**

Environmental Health Committee:

Dave Houghton reminded CLHO that when the bylaws were modified, a CLHO EH Committee was added as a new feature of the Conference.

Matt Jaqua added the CLHO bylaws discussed other programs and the only area not identified was environmental health. CLEHS currently functions as an EH Committee, however they are too large to adequately and appropriately respond to every environmental health issue that arises. The EH Committee, Matt explained, will streamline and rearrange the current process allowing CLHES to take on a broader view of issues and avoids the need for the caucus to meet monthly. The formation of this Committee will also allow more opportunities for Environmental Health supervisors to spend more time on specific areas of interest.

Gail Shibley expressed her support of the effort but also her concern that while CLEHS has been struggling with value and quorum issues for awhile, they seem to be adding yet another wheel (EH Committee) rather than determining their direction. Susan Allan added she has seen a number of organizations have people who participate in both caucuses and Committees and it is not always clear which group can actually make decisions. She stated the state would like to see a clear decision-making process.

After more discussion regarding the purpose of the EH Committee, Dave Houghton stated this process won't be extremely difficult – but clearly there is a need to establish the purpose of CLEHS v. the purpose of the EH Committee. **He will discuss how to develop and maintain the different infrastructures needed for CLEHS and the EH Committee, among other issues, in more detail with Matt Jaqua and those interested in participating should contact Dave or Matt.**

OTHER/ANNOUNCEMENTS:

This will be the last meeting Kathy Schwartz will attend as she is scheduled to relocate to Alaska within a few weeks. Kathy has been the director of the Wasco-Sherman Health Department for eight years. She introduced Lynette Benjamin, who will be filling the role of director. Because she is leaving CLHO, will no longer serve as chair of the Funding Formula Committee; Dave Houghton stated Diane Seyl has agreed to at least discuss filling the role.

Marti Franc announced the Office of Family Health is planning to approach the US Environmental Protection Agency for a federal grant to assess environmental effects on pregnancy. The state would fund three counties at \$8k each to develop a tool kit that specifically focuses on environmental issues.

Meeting of the Conference of Local Health Officials adjourned at 12:30 pm.