

Public Health Advisory Board (PHAB)
September 6, 2013
Portland, OR
Meeting Minutes

Attendance:

Board Members Present: Betty Bode, Shawn Baird, Josie Henderson, Joe Ichter, Brooke Kyle, Jeff Luck, Pat Luedtke, Tran Miers, Loreen Nichols, Joanne Noone (by phone), Liana Winett (by phone)

Board Members Absent: Abel Ahumada-Alaniz, Jim Coffee, Mike Plunkett, Alejandro Queral

OHA Public Health Division Staff: Jae Douglas, Tom Eversole, Bobby Green, Sr. (by phone), Katrina Hedberg, Suzanne Hoffman, Dave Leland, Sandra Potter-Marquardt, Brittany Sande, Michael Tynan

Members of the Public: Ashley Horne, Association of Oregon Counties; Connie Kirby, Northwest Food Processors Association

Opening:

The meeting was called to order, board members were welcomed, and introductions were made.

Changes to the Agenda & Announcements

No changes to the agenda or announcements were made.

Approval of Minutes

(Handouts: *PHAB Meeting Minutes, June 2013*)

A motion was made to approve the June 2013 meeting minutes as written; the motion was seconded; the Board voted all in favor with no opposition or abstentions. The June 2013 minutes will stand as written.

Public Health Division Update – Suzanne Hoffman, Interim Public Health Director

Suzanne began by providing some brief information about herself and her background with the Oregon Health Authority.

Suzanne provided an update on the recruitment for a new Public Health Director. The job announcement was posted and there were about 23 applicants. Four of the applicants will move forward in the interview process. Two members of the Board will be serving on the external interview panel of partners and stakeholders. There will also be an internal interview panel of a cross-section of

managers from the Division. The candidates will also meet with a number of OHA cabinet members, and then have a one-on-one with OHA Director, Bruce Goldberg.

Board Business – Michael Tynan, Policy Officer

Elections

Elections for a Board chair and vice chair were missed last year. Pursuant to the Board's bylaws, elections are supposed to occur in December of even-numbered years. Due to various reasons, the decision was made to forgo elections last year. Typically a chair and vice chair serve for two years, but if the Board waits to have an election in the next even-numbered year (2014) the chair and vice chair will have served three years. The Board engaged in a discussion to decide if they wanted to vote to change the bylaws so that an election can occur in an odd-numbered year (2013) or if the Board wants to leave the bylaws as they are currently written and wait until next December 2014 to vote for a new chair and vice chair.

Betty made a motion to change the election cycle in the bylaws so that a Board chair and vice chair is elected in odd-numbered years instead of even-numbered years. Loreen seconded the motion. Three voted in favor of the motion and five voted against the motion. The motion failed and the bylaws will remain as they are with elections happening in even-numbered years.

Membership

There will be a vacancy on the Board as of October 31, 2013. Board members are encouraged to submit names of recommendations for board members to Division staff. The vacant position is a public member.

2013 Legislative Session Report – Brittany Sande, Legislative Assistant

(Handout: Public Health Division's 2013 Legislative Report)

Brittany provided a brief summary of the bills that the Public Health Division worked on during the 2013 legislative session.

Overall, the Division tracked 570 bills during the 2013 legislative session. The Division put forward three bills that all passed:

- HB 2092, Injury and Violence Prevention – puts the state injury prevention program in statute
- HB 2093, Vital Records Modernization – reorganizes the vital records law and makes updates to it; based on a model law written by the national

Center for Health Statistics; Oregon is the first state to implement the model law

- HB 2094, Public Health Division technical fixes – made some changes to clean-up outdated statutes

About 20 bills passed that will require rulemaking by the Division. Many of them are due by January 1 and March 1 so the Division will be busy working on those in the next few months.

Public Health Division Accreditation – Danna Drum, Performance Manager

Danna gave a PowerPoint presentation on Public Health Division accreditation. The presentation provided an overview of what accreditation is; accreditation domains; who has been accredited to date; what the benefits of accreditation are; what the process is for accreditation; and the current status of the Division's accreditation.

Currently the Division is in the “document selection and submission” stage. The Division has 12 months from the date of its application to electronically submit all of the documentation and examples to support the standards and measures. After all the documentation is submitted a site visit will be scheduled four to five months post submission.

The site visit is two to three days in length. The purpose of the site visit is to verify documentation, seek answers to questions about conformity to standards, and further discussion and explanation. The site visitors will want to meet with some Board members as well as some Division staff and other partners. The site visitors will have a period of time to prepare their report after their visit, and then the Division will be given a chance to review the report for accuracy and respond before an accreditation decision is made.

In preparation for the site visit, the Division will notify the Board of the site visit dates once they are scheduled and of the agenda once it is determined. The Division will also come back to a future PHAB meeting before the site visit to provide an orientation to the site visit and an overview of documents related to the Board that were submitted. This same site visit orientation and preparation will also be provided to Division staff.

The state health improvement plan, Oregon's Healthy Future, is being revised and will be reposted for review and public comment. The Division will send the notification about the opportunity for review and public comment to the Board so

that board members can participate in the review.

HB 2348 – Task Force on the Future of Public Health Services – Michael Tynan, Policy Officer

(Handouts: HB 2348; Fact sheet summary of HB 2348)

HB 2348 was passed during the 2013 legislative session. The original version of the bill was to regionalize public health services in Oregon and would have created eight distinct regional health authorities within the state. The bill was amended and the version that ultimately passed created a taskforce to look at the future of public health in the state. The Governor's Office is accepting applications from individuals who are interested in serving on the taskforce. The Governor's Office will appoint: one county commissioner; two county public health officials; one member with expertise and experience in local health care; two members who represent local nonprofit entities that regularly work with public health departments; and one member who is an academic professional specializing in public health. In addition, the Director of the Oregon Health Authority will appoint three at large members and the Director of the Department of Human Services will appoint one at large member.

The Public Health Division may be staffing the taskforce and the two lead staff would be Jan Kaplan, community liaison manager, and Michael Tynan, policy officer.

There may be a possible opportunity for PHAB to present findings to the taskforce from the PHAB subcommittees (cross-jurisdictional sharing, funding, data and outcomes).

At a previous board meeting PHAB discussed the opportunity to submit a summary document to the taskforce of the two subcommittee reports that have been completed to date (cross-jurisdictional sharing and funding), or for a PHAB member to provide an oral overview of the summary to create a dialog with taskforce members. A panel of two to three PHAB members could also attend a taskforce meeting, and if invited present the PHAB subcommittees' findings and engage in discussion and a Q&A session with taskforce members. If PHAB presents to the taskforce, whatever subcommittee work is presented should clearly apply the outputs of PHAB to taskforce requirements. If needed, the Division can work with PHAB members to help them form their presentation and talking points to make sure they align with the charge of the taskforce.

Betty and Pat volunteered to attend the first meeting of the taskforce and to

represent PHAB as chairs of the subcommittees if needed. Since Alejandro was unable to attend the PHAB meeting, he will be asked if he'd also like to attend or if he has a recommendation of a member from his subcommittee who could attend in his place. All PHAB members will be notified of the first taskforce meeting and may attend if they choose.

Josie stated that she has submitted a letter of intent to be appointed to the taskforce to fill a nonprofit position. **Shawn made a motion to direct the PHAB chair to submit a letter of recommendation to the appointing authority of the taskforce, encouraging them to recognize a connection between the HB 2348 taskforce and the work that PHAB has done, and to support Josie in that role with her appointment to the HB 2348 taskforce in a nonprofit position. Loreen seconded the motion. Betty made an amendment to the motion so that in order to expedite delivery, the letter will be sent to the appointing authority without review of the other board members. Betty will draft the letter and Michael will review it. Members voted all in favor, with Josie abstaining. There were no votes in opposition.** A copy of the letter is attached.

Public Health Advisory Board Workplan – Committee Updates

The Board has created four subcommittees to answer the question: *How can Oregon increase the efficiency and effectiveness of the state's public health system?*

Cross-Jurisdictional Sharing of Public Health System Functions – Betty Bode, committee chair

The Committee on Cross-Jurisdictional Sharing of Public Health System Functions has wrapped up its work and the final report from the subcommittee was presented to the Board at the June 2013 meeting. No further update was given.

Legal Issues Subcommittee – Bob Shoemaker, committee chair

The Legal Issues Subcommittee has wrapped up its work and no further updates were given.

Public Health System Funding Committee – Alejandro Queral, committee chair

(Handout: Draft report from Committee on Public Health System Funding)

Alejandro provided the Board with a draft report from the Funding Committee in advance for board members' review and input. Board members are encouraged to review the report and let Alejandro if they have any comments.

Public Health System Outcomes and Data Committee – Pat Luedtke, committee

chair

The subcommittee has met twice. It has divided its potential work into different areas:

- 1) Have all members focus on developing a logic model with inputs, outputs and outcomes to focus on an efficient and effective public health system;
- 2) Divide the subcommittee into two groups:
 - a) One would focus on the national Public Health Accreditation Board's 12 domains and use them as a template for metrics to use to measure the system;
 - b) The other would focus on specific CCO based metrics and the link between CCOs and the public health system.

In many respects this is duplicative work of the HB 2348 taskforce. The taskforce may help focus the work of the outcomes and data subcommittee. It is critical to get the direction from what is now a law to help the subcommittee move forward. Pat Luedtke will serve as a subcommittee liaison to the taskforce and follow the product of the taskforce as it moves forward, and then look to the Board to reconstitute the subcommittee based upon the outcome of the taskforce.

Public Comment Period

No public comment was given.

Closing:

Joe made a motion to adjourn. Loreen seconded the motion.

The next Public Health Advisory Board meeting is:

**Friday, December 6, 2013
9:00 a.m. – 12:15 p.m.
Portland State Office Building
800 NE Oregon St., Room 1E
Portland, OR 97232**

If you would like these minutes in an alternate format or for copies of handouts referenced in these minutes please contact Brittany Sande at (971) 673-1291 or brittany.a.sande@state.or.us.