



## Coalition of Local Health Officials June 19, 2008 Meeting 12:00-2:00pm *DRAFT Minutes*

### **Agencies Represented:**

Charlie Fautin (*Benton*); Marti Franc (*Clackamas*); Karen Fox Ladd (*Columbia*); Frances Smith, At Large Rep (*Coos*); Muriel DeLaVergne-Brown (*Crook*); Dan Peddycord (*Deschutes*); Peggy Kennerly (*Douglas*); Ellen Larsen (*Hood River*); Belle Shepherd (*Josephine*); Marilyn Sutherland (*Klamath*); Karen Gillette (*Lane*); Pat Crozier (*Linn*); Dave Houghton, Chair (*Multnomah*); Gary Oxman, Health Officers Caucus Rep (*Multnomah*); Jan Wallinder, AOPHNS Rep (*Multnomah*); Genni Lehnert (*Umatilla*); Mark Kubin (*Union*); Lynette Benjamin (*Wasco-Sherman*); Kathleen O'Leary (*Washington*); Sue Omel (*Washington*)

Morgan Cowling (*Association of Oregon Counties*); Gordon Fultz (*Association of Oregon Counties*), Linda Fleming (*Coalition Executive Director*)

**PHD:** Mike Skeels, Interim Public Health Division Director; Katherine Bradley, Administrator Office of Family Health; Tom Engle, PHD/HS Liaison; Bill Coulombe, Public Health Deputy Director; Laurie Smith, PHD/HS; Gail Shibley

### **Convene:**

Dave Houghton, Chair convened the June 2008 meeting of the Coalition of Local Health Officials at 12:05pm.

### **Minutes:**

**Action:** Jan Wallinder moved and Genni Lehnert seconded the approval of the May 15, 2008 Coalition minutes.

Motion approved unanimously with no discussion.

### **Staff Report:**

Gordon Fultz reported:

- He commended Tom on his work with the county college year long program for county commissioners and administrators. The last session was focused on Health Services, specifically Public Health/Mental Health. Gordon went on to say Tom did an excellent job presenting an introduction to public health, adding those who attended felt like they'd had an excellent education
- DHS is the 'hub' to organize how to approach legislature with the needs of public health, Health Services needs to collaborate/unify on Health Services needs/hearing related budget items
  - Discussion on how prevention should be a major focus/theme in the budget would best take place at DHS

### **Chair's Comments:**

Dave announced the Coalition needs a Vice-Chair in light of Tom Eversole's his role as the Benton County Health Department Administrator.



**Action:** Genni Lehnert moved and Jan Wallinder seconded the appointment of Kathleen O'Leary as Vice-Chair of the Coalition.

The motion was passed unanimously with no abstentions or oppositions.

Dave gave an update on the Coalition's recent activities, first reporting that two years ago, the Coalition revised its bylaws; included in the process was the clarification of the role of the Executive Director in moving the legislative agenda ahead, which allowed Linda the flexibility and authority to charge ahead. Dave continued that he, Thomas Aschenbrener (President, Northwest Health Foundation) and Mary Lou Hennrich (Executive Director, Community Health Partnership) recently discussed the first steps of the Public Health Alignment Workgroup (PHAW) and the group mutually decided its top three legislative priorities, adding the convening of this group is unprecedented in the State. PHAW agreed school food nutrition, increased Public Health funding from the State and clean drinking water/family planning funding.

The Coalition increased its dues by 75%, turning around the Coalition's budget trend toward a deficit. This also allowed the group to be a financial partner in collaborations with other organizations, for instance:

- The Coalition was able to pay Community Health Partnership to assist in the facilitation of Capacity Assessment Summits;
- The design and purchase of the CLHO display referencing the 10 essential services of public health and will be displayed at the 2008 OPHA Conference;
- The Coalition was able to be a sponsor for the OPHA Conference

Tomorrow, PHAW will conduct an all-day Spitfire Communications Training and Linda Fleming, Kathleen O'Leary and Morgan Cowling are representing CLHO; Dave is attending per an invite from the Northwest Health Foundation.

### **Capacity Assessments:**

Morgan Cowling reported at the May meeting, CLHO appointed a budget sub-committee, which has proven to be very instrumental and helpful. The final budget numbers will be better and easier to justify with the current process. Morgan reported she is currently working on the budget, mining the capacity assessment notes for 'stories' and going through the report to identify 'pull out quotes'. She will soon meet with AOC's communication manager to work on the report's design. She reminded CLHO members to please send photos for inclusion in the report.

Linda reported Morgan presented the draft report to LGAC and both Bruce Goldberg and Clyde Saiki were very supportive, stating this report is the broader vision they were looking for.

CLHO members thanked Morgan for her excellent work on the report.



**DHS/PHD Contracts:**

Linda reported DHS/PHD is offering to contract with CLHO for \$40k for administrators to take part the in the public health graduate certificate program; DHS/PHD is also working with Northwest Health Foundation, as the organization is looking to help sponsor participation in the certificate program. Linda Fleming stated quarterly reports will be requested of participants in the program who are seeking sponsorship.

**Treasurer's Report:**

Genni Lehnert gave the following Treasurer's Report:

- The running budget sent out at the end of May showed a balance of \$93k
- Two counties have not yet paid their dues
- A new budget line was added, and includes the DHS money for the public health graduate certificate program
- Expenses include:
  - a 5% increase for Linda's wages
  - The data analysis and program assistant positions were rolled into one
  - Bookkeeper
  - CHP contract
  - Regular expenses for the Coalition
- There is a \$96k reserve

Dave commented the reserve appears to be maintaining and that is encouraging.

**Action:**

Dave entertained a motion to approve the budget & dues. Kathleen O'Leary moved and Jan Wallinder seconded the approval of the budget & dues.

The motion was approved unanimously with no abstentions or oppositions.

**Meeting was adjourned at 1:30pm.**