



Conference of Local Health Officials June 19, 2008 Meeting 10:00am-12:00pm *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

Guest(s):

Jessica Camargo Guernsey, Multnomah County Health Department

County Roll Call:

Seventeen Oregon Counties were represented at the June 19, 2008 meeting of the Conference of Local Health Officials: Benton, Clackamas, Columbia, Coos, Crook, Deschutes, Douglas, Hood River, Josephine, Klamath, Lane, Linn, Multnomah, Umatilla, Union, Wasco-Sherman and Washington

Due to a lack of quorum by county representation, the meeting was convened with a quorum of the Conference Executive Committee.

Convene:

Dave Houghton, Chair convened the June 2008 meeting of the Conference of Local Health Officials at 10am.

Minutes:

Frances Smith noted she abstained from voting on the item to adopt of the preface to standards for inclusion in the contractual language in ORS 431.416; however it was not reflected in the minutes.

Action: Contingent on that correction, Jan Wallinder moved and Genni Lehnert seconded the approval of the May 15, 2008 minutes of the meeting of the Conference of Local Health Officials.

Motion approved unanimously.

Committees:

Dave Houghton formally made the following appointments to CLHO committees:



- Muriel DeLaVergne-Brown, **Chronic Disease Committee**
- Interim Co-Chairs Karen Gillette & Loreen Nichols, **Funding Formula Committee**
- Muriel DeLaVergne-Brown, **Public Health Emergency Leadership Preparedness Team**

Due to Tom Eversole, Conference Vice-Chair, recently leaving his role as the Benton County Health Department Administrator, Dave Houghton stated the need to fill the role of Vice-Chair of the Conference for the balance of the term – through October 2009. In addition, the Vice-Chair serves as the CLHO representative to the Public Health Advisory Board. The by-laws state the Conference Executive Committee can appoint and Interim Vice-Chair.

Action:

Jan Wallinder moved and Genni Lehnert seconded the appointment of Kathleen O’Leary as interim Vice-Chair of the Conference Executive Committee and CLHO representative to the Public Health Advisory Board.

The motion was approved unanimously with no abstentions and oppositions.

Georganne Greene requested to not serve as CLHO representative on the State Food Advisory Committee; Hal Naumann will assume the role in her place.

Action:

Jan Wallinder moved and Genni Lehnert seconded the appointment of Hal Naumann as the CLHO representative on the State Food Advisory Committee.

The motion was approved unanimously with no abstentions and oppositions.

LGAC:

Linda Fleming requested a volunteer to act as the CLHO representative on the Local Governmental Advisory Council (LGAC); adding the representative would also attend AOC Steering Committee meetings. **Please contact Linda if you are interested in serving in this capacity.**

At the most recent LGAC meeting, Linda reported:

- she gave an update on the status of the Capacity Assessment
- Mel Kohn and Katherine Bradley agreed to gather county data profiles for CLHO
- Bruce Goldberg requested demographics as well, to make linkages between demographics and health outcomes.

Gordon Fultz reported that also discussed at the recent LGAC meeting was the Governor’s Office trying to assemble a budget to meet as many needs as possible v. how much money has been allocated. He reported there has been significant discussion, for the first time, between the Governor and Legislature regarding what is needed that is not currently funded.

Perinatal Workgroup:

Sue Omel reported on the Perinatal Health Leadership building retreat held on November 28 & 29 last year. During the retreat, the group selected two areas of focus: Perinatal depression and pre-conceptual health. Two steering committees were formed as a result of the retreat to carry out the



work and goals named at the retreat; **anyone interested in joining should contact Sue Omel.** could not since it is not consistent across all counties; Dan Peddycord added it would have been if the **Environmental Health Committee:**

Linda electronically distributed a document detailing the bylaws, reference, purpose, vision and the four underlying principles of the Environmental Health Committee. The document also details the types of Committee participants, including Environmental Health Specialists, Public Health Nurses, LHD Administrators and, to the extent available, Health Officers and Health Educators; all members are to be appointed by the CLHO Chair. The committee would work on several assignments, an example of which is working with Bob Doppelt, with the University of Oregon on the electronic survey on climate change. The committee would not work on regulatory activities around licensing, professional standards, or any other activity not having a multi-disciplinary impact. So far, Toby Harris and Hal Naumann have expressed interest in serving on this committee and Lila Wickham has requested that Chris Wirth be appointed; Matt Jaqua will serve as a DHS representative.

Dave Houghton formally appointed Toby Harris and Hal Naumann to the Environmental Health Committee; he thanked Linda for her work in building the committee's infrastructure.

Transformation Initiative:

Linda reported various counties have raised significant concerns about the accuracy of the data used for the graphs in the preliminary report on the Transformation Initiative; however she was assured by McKinsey & Company, who is working with DHS on this initiative, that the data would not be used for conclusions. The final draft, which was presented at Public Health Advisory Board, does not use county data to reach final conclusions. Linda went on to report she felt she made a good agreement with Fariborz Pakseresht, Project Lead, on reducing the inflammatory nature of some of the language in the preliminary report; in particular, those working in Mental Health raised significant concerns over some the language used.

Mike Skeels reported he is hopeful the changes will be made, adding the State can still choose which pieces of the roadmap (the roadmap is a result using the results from assessment and benchmarking to produce an improvement plan) they would like to proceed on. The initiative is a three-phase process, phase 1, which is complete, was an assessment to gauge the current state of DHS and its capacity to fulfill its overall mission; phase 2, producing a benchmark analysis, and identify best demonstrated practices in organizations similar to DHS is internal and process oriented; and phase 3 is implementation with the roadmap produced from phases 1 & 2. He added Fariborz is leading the process to select which vendor the state will use for the implementation phase of the initiative.

Administrator Standard

Tom Engle reported on a recent proposal, to modify the minimum standards and guidelines for employment as a LHDA. The current minimum qualifications include a Master's degree from an accredited college or university in public health, health administration, public administration, behavioral, social or health science, or related field, plus two years of related experience; currently, 1/2 of Administrators do not meet the standard. The recommended updated minimum qualifications are a Bachelor's degree plus graduate courses that align with those recommended by the Council on Education for Public Health. In 2008, these are: Biostatistics, Epidemiology, Environmental Health Sciences, Health Services Administrations, and Social/Behavioral Sciences relevant to Public Health problems. The State is trying to identify money for health administrators who have the need to receive the appropriate training, the recommended change is to get away from the requirement for a Master's degree and focus instead on two or more years experience demonstrating roles of increasing responsibility. Karen Fox Ladd suggested the minimum qualifications be kept as is, with the addition of



a timeframe the person has to obtain Master's; adding that since long-distance learning is more convenient through several options, including online, the qualifications should not be diluted.

Action:

Contingent on the addition of the following language: "or equivalent" and "demonstrating increasing levels of responsibility and at least 3 years experience in public health or a related field", Jan Wallinder moved and Genni Lehnert seconded the recommended change to the minimum qualifications.

The motion was approved unanimously with no abstentions or oppositions.

Consent Agenda:

Action:

Jan Wallinder moved and Genni Lehnert seconded the approval of the Clean Indoor Air Act Proposal.

The approval was passed by consent.

PHEP:

Jessica Camargo Guernsey reported PHELPT recently met by conference call and good recommendations came out of that meeting, which were then forwarded to the FFC. Karen Gillette reported the FFC voted for approval for the one time expenditure for a \$2.5k base + per capita, which must be encumbered by August 8 – and the committee is now seeking CLHO approval.

Action:

Gary Oxman moved and Jan Wallinder seconded the approval of the recommendations of the FFC.

The motion was approved unanimously with no abstentions or oppositions.

Meeting was adjourned at 11:50am.