



Conference of Local Health Officials joint meeting 10:00am-12:00pm

DRAFT Minutes: December 20, 2007

Agencies Represented:

Dave Houghton, Chair (*Multnomah*); Tom Eversole, Vice Chair (*Benton*); Genni Lehnert, Secretary/Treasurer (*Umatilla*); Paula Sampson, At Large (*Lincoln*); Frances Smith, At Large (*Coos*); Sue Omel, At Large (*Washington*); Rick Sherman, CLEHS Rep (*Yamhill*); Gary Oxman, Health Officer Rep (*Multnomah*); Marti Franc (*Clackamas*); Karen Fox Ladd (*Columbia*); Daniel Peddycord (*Deschutes*); Ellen Larsen (*Hood River*); Belle Shepherd (*Josephine*); Marilyn Sutherland (*Klamath*); Rod Calkins (*Marion*); Loreen Nichols (*Multnomah*); Lynette Benjamin (*Wasco-Sherman*); Kathleen O'Leary (*Washington*); Linda Fleming; **AOC:** Morgan Cowling **PHD:** Katherine Bradley, Bill Coulombe and Tom Engle.

Guest(s); Mike Harriman, Preparedness Director – DHS, Mitchell Zahn, HIV Prevention Manager, DHS

Convene:

The meeting of the Conference of Local Health Officials was convened by Dave Houghton with 8 Executive committee members present. Due to a lack of quorum based on the counties represented, voting was reverted to a quorum of the Executive Committee.

Committee Appointments/Updates:

Dave Houghton formally announced the following CLHO Committee changes:

- **HIV Committee:** Muriel de la Vergne Brown, Vice-Chair (*Deschutes*) no longer serves on the committee. Shannon Dames, Vice Chair (*Deschutes*), Dana Lord (*Clackamas*) and Laynie Smith (*Marion*) were added;
- **PHELPT:** Robert Hellman, Chair (*Washington*) was no longer serves on the committee. Larry MacDaniels (*Clackamas*), Georganne Greene (*Curry*), Eugene Regan (*Douglas*), Jessica Guernsey (*Multnomah*) and Karel Smit (*Wasco-Sherman*) were added;
- **Epi Committee:** Hai Ta (*Multnomah*) and Trevor Hostetler (*Washington*) were added;
- **Chronic Disease Committee:** Karen Gillette (*Lane*) was added as Chair; and
- **Funding Formula Committee:** Loreen Nichols (*Multnomah*) was added to the committee.

Legislative Committee: Dan Peddycord stated membership is open to all who want to join and that the next committee meeting is January 16, 2008 at 2pm and the location is TBD.

IS Committee: Ellen Larsen stated membership is open to all who are interested, specifically to IS employees and administrators and the committee meeting the third Friday of every month, from 9am-12m and participation in all meetings can be done via teleconference and/or videoconference.

LGAC Updates:

Linda Fleming reported last week's LGAC meeting was about future planning for the challenges/issues DHS will face in light of an anticipated boom in the aging population. Adding Oregon counties are seeing a high percentage of increasing aging populations, however when compared with the national rates of other states, Oregon is not near the top of the list, which will result in less federal dollars and the loss of visibility in the federal view. The discussion also included planning for earlier and increased instances of chronic disease due to the child obesity epidemic.



Linda stated members need to start considering another CLHO member to replace Anne Peltier as the CLHO Rep on LGAC as her retirement is approaching. The LGAC Rep takes on the role of AOC Steering Committee Rep as well. **Anyone interested in attending these meetings as the CLHO Rep should contact Dave Houghton.**

County Contracts:

Tom Eversole reported on a long standing issue regarding counties' concerns over language in Intergovernmental Agreements (IGAs). The deliverables for these contracts are PEs, which are jointly developed by the Conference of Local Health Officials and Oregon DHS. A group convened by AOC has addressed many concerns about boilerplate language; however there are still some existing issues.

Tom Engle reported in recent meetings both mental health and public health have both been represented by meeting attendees; Linda Fleming added AOC is very pleased with the contracts process, as they were the organization who requested it. The group meets monthly on the second Thursday of every month, the day prior to the LGAC meetings. **Anyone with input into the boilerplate discussion contact Linda Fleming, Gordon Fultz or Tom Engle.**

Morgan Cowling is to send a membership roster of the group to Ebony Williams for dissemination to LHAs.

HIV Committee:

Loreen Nichols, Chair of the CLHO HIV Committee introduced Mitchell Zahn, HIV Prevention Manager-DHS, who presented information and updated members on the recent activity of the HIV Committee. Several years ago, rapid test technology was developed and there was strict eligibility on which counties the State piloted to. In response to increased requests from non-eligible counties, the State looked at a more equitable distribution of tests to counties by including the cost for these tests in the HIV prevention funding formula. A few counties will benefit from the \$100k put back into the prevention formula for the distribution of rapid tests.

Counties can charge a cost to administer these tests, however they cannot turn away a client due to their inability to pay; however, the ability of sites to do income screenings on clients was written into the formula.

If counties are currently not approved, they can apply for consideration for distribution of rapid test kits as of July 1, 2008.

Anyone with questions or interested in more information should contact Mitchell Zahn.

IS Committee:

Ellen Larsen reported the committee will be meeting on the following day to discuss the Business Case Study for the electronic exchange of immunization data between the state and county, including how to begin the plan to rollout work in mental and public health programs.

Counties may have to absorb the expense in updating their software to accommodate the electronic data exchange; however counties would benefit from a decrease in data entry and good, de-duplicated data. Cost savings/expense will vary from county-to-county due to differing ways of doing business.

The committee's next step is approaching Marion County to use them as a pilot county for the exchange. **The IS Committee would like 20 minutes on the January CLHO agenda to provide an update.**

TopOff4:



Mike Harriman, Preparedness Director – DHS, reported on the recent TOPOFF4, held in Oregon. “TOPOFF is a series of national-level domestic and international exercises designed to strengthen the nation’s capacity to prevent, protect against, respond to, and recover from large-scale terrorist attacks involving Weapons of Mass Destruction (WMD)”. This is the fourth national Top Officials exercise. Taking part in this exercise revealed Oregon has a small radiation program/staff and officials were able to successfully break down barriers to work out “who does what”.

Dave Houghton continued this exercise was designed to test the coordination of State/National response to crises, adding 4,500 participated in the recent TOPOFF in Oregon. He added local, State and Federal agencies did an excellent job at developing a unified command system.

Gary Oxman added the coordination of the health preparedness region, responsible for preparing hospitals/emergency medical response, went very well. Although TOPOFF was successful and overall, well performed, Oregon’s public information network and fine-tuning logistics were two elements that need improvement.

Linda asked if there was a formal, informative report planned for public dissemination; Mike Harriman responded due to the implications involved with the results of the exercise, an informative report would likely take awhile to get cleared by Homeland Security.

Consent Agenda:

ACTION: Dan Peddycord moved and Dave Houghton seconded the approval of the Safe Drinking Water funding formula and IGA revisions funding formula per the “do pass” recommendation from CLEHS. **Motion passed unanimously by all Executive Committee members present.**

Other:

The Environmental Health (EH) Committee, was created per a recent Conference of Local Health Officials by-laws update; and Linda was charged with defining the committee’s mission and what goes to CLEHS vs. what goes to the EH Committee. Because the EH Committee is still in the formative stage, Linda announced it needs membership representation by a LHDA. **Dan Peddycord volunteered to join the EH Committee.**

Linda also reported she would approach Gail Shibley and Michael Heumann (both with the State) regarding their potential EH Committee membership.

Dave Houghton reported the Coalition of Local Health Officials will meet in January 2008. Time, date and location details will be announced closer to the meeting date.

Meeting was adjourned at 12:05pm.