



## Multnomah County Public Health Advisory Board Minutes April 2018

**Date:** Thursday, April 26, 2018

**Time:** 3:30-5:30

**Location:** Multnomah Building, 501 SE Hawthorne, Room 126

**Purpose:** To provide broad stakeholder input on work related to reducing health inequities and improving population health in Multnomah County.

**Desired Outcomes:**

1. Hear an update on the FY19 PHD budget
2. Review updated board charter and bylaws to reflect new structure
3. Hear an update on the current board member recruitment and discuss board member engagement
4. Hear a report out of Committee activities during the first quarter of 2018

**Members Present:** Tyra Black, Chuck Tauman, April Johnson, Debbie McKissack, Ted Tosterud, Suzanne Hansche, Audrey DeCoursey, Alicia Junker, Baher Butti,

**Public Health Division staff:** Rachael Banks, Nathan Wickstrom, Christina Brown, Adelle Adams, Jessica Guernsey

**Guests:** Jenny Ho

| Item/Action            | Process   | Lead                          |
|------------------------|---|-------------------------------|
| Welcome & Introduction | <ul style="list-style-type: none"> <li>Board members introduced themselves</li> </ul>   | April Johnson                 |
| Public Comment         | <ul style="list-style-type: none"> <li>No public comment</li> <li>Suzanne: <ul style="list-style-type: none"> <li>CCO 2.0 (Coordinated Care Organization) - nine recommendations from the state <ul style="list-style-type: none"> <li>Some directly linked to what we're doing on board</li> <li>Recommends that we bring suggestions to PH Approaches Committee</li> <li>OHA health policy board trying to get community input by next month</li> <li>Establish pipeline or connection so that information is flowing through PH Approaches committee</li> <li>Suzanne will send the CCO 2.0 recommendations to committee</li> <li>Value in figuring out how to use this as a process</li> </ul> </li> </ul> </li> <li>Rachael is happy to add this to the June PH Approaches meeting agenda</li> </ul>   | April Johnson                 |
| Agenda Review          | <ul style="list-style-type: none"> <li>Readjusted the agenda so that Baher can be present for the budget update</li> </ul>  | Rachael Banks                 |
| Minutes Review         | <ul style="list-style-type: none"> <li>January meeting minutes were reviewed and approved</li> </ul>  | April Johnson                 |
| Budget Update          | <ul style="list-style-type: none"> <li>CBAC: <ul style="list-style-type: none"> <li>Discussed PH functions, social determinants of health, Tobacco Retail Licensing (TRL), budget, need to support equity, Community Health Worker (CHW) training</li> <li>4 recommendations for out-of-target offers: <ul style="list-style-type: none"> <li>Corrections health <ul style="list-style-type: none"> <li>Recruit and retain staff that are working in jails</li> </ul> </li> <li>Health officer <ul style="list-style-type: none"> <li>Medical examiner or help in that area</li> </ul> </li> <li>Public health <ul style="list-style-type: none"> <li>Immunization funding <ul style="list-style-type: none"> <li>Working with Health Share to get funding</li> <li>Making progress, but need more time</li> </ul> </li> </ul> </li> <li>Mental health <ul style="list-style-type: none"> <li>Opioid prevention work</li> </ul> </li> </ul> </li> <li>Public Health only asking for support for Immunization work</li> <li>Committee talked about supporting prevention strategy</li> <li>Hoping to get more financial support from CCO</li> <li>Baher wasn't able to attend last month's CBAC (Community Budget Advisory Committee) meeting</li> </ul> </li> <li>Christina will send link to board presentation <ul style="list-style-type: none"> <li><a href="#">Video link to April 5 board presentation on National Public Health Week and Community Powered Change</a></li> </ul> </li> </ul> | Baher Butti,<br>Rachael Banks |

|                  |   |                                   |
|------------------|---|-----------------------------------|
|                  | <ul style="list-style-type: none"> <li>● Rachael: <ul style="list-style-type: none"> <li>○ \$500,000 dedicated to workforce equity efforts</li> <li>○ Immunization offer extended for 6 months; added to Chair's executive budget</li> <li>○ Pacific Islander Coalition - has need for visibility and data <ul style="list-style-type: none"> <li>■ Funded \$170,000 to get better data for community</li> </ul> </li> <li>○ Budget hearings - may be things that you see that you want to know about</li> <li>○ STRYVE and REACH programs are still around</li> <li>○ WIC received extra dollars to go through redesign process last year <ul style="list-style-type: none"> <li>■ Did not get additional one-time-only funds</li> </ul> </li> <li>○ No unexpected cuts</li> <li>○ Areas where we saw decreases: <ul style="list-style-type: none"> <li>■ MCFH <ul style="list-style-type: none"> <li>● Some were vacancies, and others business-related due to lessened caseload</li> </ul> </li> <li>■ CCC <ul style="list-style-type: none"> <li>● Building capacity in the community</li> </ul> </li> </ul> </li> <li>○ Start-up funds procured for Health Promotion program <ul style="list-style-type: none"> <li>■ Exploring what that program will look like</li> </ul> </li> <li>○ Dedicating some staff time to T21 (.5 FTE communications specialist)</li> </ul> </li> <li>● How many layoffs were anticipated? <ul style="list-style-type: none"> <li>○ A lot of vacancies were cut</li> <li>○ Fewer position cut than it looks like on paper</li> </ul> </li> <li>● <b>Rachael will follow up with layoff numbers</b></li> <li>● Where can we help? <ul style="list-style-type: none"> <li>○ Opportunity to reinforce values</li> <li>○ Thank the Chair for her support</li> <li>○ Community Health Improvement Plan (CHIP) - community powered change</li> <li>○ Community-driven strategies</li> </ul> </li> <li>● Any support or advocacy as a board has to be voted on? <ul style="list-style-type: none"> <li>○ Only if a person is representing the board</li> <li>○ Showing support as an individual who is on the board is encouraged</li> </ul> </li> <li>● Budget task force - Summer 2018 <ul style="list-style-type: none"> <li>○ Jessica will lead</li> <li>○ PHD is planning this out so that there is a meaningful process in place for the next budget cycle</li> </ul> </li> </ul> |                                   |
| Charter & Bylaws | <ul style="list-style-type: none"> <li>● Hoping to include information regarding reaching quorum in committees</li> <li>● The specifics such as when the meeting takes place, where they take place, and how often are too specific - make these more general</li> <li>● 7.8/7.9 - make more general <ul style="list-style-type: none"> <li>○ Public notice of meetings will be made available one week in advance</li> </ul> </li> <li>● 7.8 and 7.9 can be combined</li> <li>● 6.1 - two major categories of board work in 6.1.1</li> <li>● 6.1.2 - acknowledge Public Health Approaches, or create space in the full board meetings? <ul style="list-style-type: none"> <li>○ Scope of advisory board to provide meaning to things</li> <li>○ Important to address so that the issue doesn't come up again</li> <li>○ Rachael recommends putting 6.1.2 back into the bylaws, at least regarding the County Commissioners <ul style="list-style-type: none"> <li>■ Suzanne supports that: <ul style="list-style-type: none"> <li>● People seem to be buying into the focus; not sure where the concern is</li> <li>● 6.1.2 could spell out that board will determine if issue is something we want to pursue</li> </ul> </li> <li>■ April wants to make sure that the group is aligned - could streamline through PH approaches <ul style="list-style-type: none"> <li>● Make sure we're focused on training our committees and focused on where we are at</li> </ul> </li> </ul> </li> </ul> </li> <li>● 3.5 should change to reflect the change in board structure <ul style="list-style-type: none"> <li>○ 1 unexcused for full board meetings and 1 for committee meetings</li> <li>○ <b>Add language pertaining to this change</b></li> </ul> </li> <li>● <b>Add point in committee section that each member needs to be a part of a</b></li> </ul>  | April Johnson,<br>Christina Brown |

|                                    |  |                     |
|------------------------------------|--|---------------------|
|                                    | <p><b>committee</b></p> <ul style="list-style-type: none"> <li>• Advocacy and Lobbying - section 8 <ul style="list-style-type: none"> <li>◦ Adelle is lead on PH Approaches <ul style="list-style-type: none"> <li>■ Infused in work of committee</li> </ul> </li> <li>◦ Adelle and Rachael are meeting to make rules more concrete</li> <li>◦ Helps to know that committee is aligned <ul style="list-style-type: none"> <li>■ Steer towards alignment and alignment language in bylaws</li> </ul> </li> </ul> </li> <li>• Section 12 <ul style="list-style-type: none"> <li>◦ 12.5 cannot make decisions by email <ul style="list-style-type: none"> <li>■ Can make progress towards decision</li> </ul> </li> <li>◦ <b>Look into whether subcommittees can conduct business via email</b> <ul style="list-style-type: none"> <li>■ Subcommittees have less rigid regulations</li> </ul> </li> </ul> </li> <li>• Public meeting law always good to review</li> <li>• Board required to have 20 days to review and vote on changes</li> <li>• Have until July meeting to finalize decisions with new members</li> <li>• Where can this version be worked on? <ul style="list-style-type: none"> <li>◦ Most likely at the executive committee meeting</li> <li>◦ Could add to June meeting agenda so folks have a chance to make changes and the document could be disseminated before July</li> </ul> </li> <li>• How do we nominate officers? <ul style="list-style-type: none"> <li>◦ Clarify the process for nominations</li> </ul> </li> <li>• Nominate somebody at the April meeting (today)?</li> <li>• Generally, the executive committee has recruited somebody <ul style="list-style-type: none"> <li>◦ Then there has been an open nomination process</li> <li>◦ Combination of the two processes</li> </ul> </li> <li>• Sandra recommends that we entertain a more open nomination process <ul style="list-style-type: none"> <li>◦ Add time on the agenda to discuss succession planning <ul style="list-style-type: none"> <li>■ Could truncate time on committee updates to discuss this</li> </ul> </li> </ul> </li> <li>• In the future, the board should make nominations in January <ul style="list-style-type: none"> <li>◦ April - Vote for officers</li> <li>◦ July - new officers step into role</li> </ul> </li> <li>• Discuss today, then send out notifications via email so that folks are aware</li> <li>• Will vote at July meeting</li> <li>• Create voting process</li> <li>• Christina will send out follow-up clarification about succession planning and nomination survey - show own interest or nominate someone else</li> <li>• Incorporate into membership committee</li> <li>• Baher <ul style="list-style-type: none"> <li>◦ Change board purpose definition on page 2</li> <li>◦ Add language about positive approach to public health issues <ul style="list-style-type: none"> <li>■ Include social determinants of health</li> </ul> </li> <li>◦ Talked about starting a task force to address urgent issues <ul style="list-style-type: none"> <li>■ Would bring forth toxins issue to PH Approaches</li> <li>■ Need to bring forward to meet community needs</li> </ul> </li> </ul> </li> <li>• Opportunity to discuss this issue later</li> </ul> |                     |
| <p>Membership Committee Update</p> | <ul style="list-style-type: none"> <li>• In open recruitment now</li> <li>• A little over 30 applicants so far</li> <li>• Timed so that we will be welcoming new members at July meeting</li> <li>• Still anticipating gaps <ul style="list-style-type: none"> <li>◦ There will be members who are opting out of membership (3 year term is ending)</li> </ul> </li> <li>• 3 openly vacant seats</li> <li>• Dr. Clifford Meeks has been struggling to come</li> <li>• Made a motion to vacate Dr. Meeks from board as a result of many absences <ul style="list-style-type: none"> <li>◦ Motion passed</li> </ul> </li> <li>• Opportunity - be clear when looking at new board members, be clear about new structure so that they're aware it's not a general advisory board <ul style="list-style-type: none"> <li>◦ Perhaps sign people up immediately for the committees</li> <li>◦ Emphasize long-term planning</li> </ul> </li> <li>• New onboarding process - committee designation could be incorporated into that process</li> <li>• Clarity of board's role is crucial <ul style="list-style-type: none"> <li>◦ Can be harder for folks who have been around longer</li> </ul> </li> <li>• Building in formal debrief and reevaluation about new process</li> </ul>   | <p>Sandra Clark</p> |

|                                 |  |                                      |
|---------------------------------|--|--------------------------------------|
| Ethics Committee Report         | <ul style="list-style-type: none"> <li>• Consensus for putting information out there early; strong onboarding process</li> <li>• Christina made a survey to assess what people's interest in continuing and re-upping term on board</li> <li>• Is there anyone who wants to nominate another/themselves for an officer role?</li> <li>• Sandra is nominated to be Chair <ul style="list-style-type: none"> <li>◦ Will accept a nomination</li> <li>◦ Will be off the board after next year</li> </ul> </li> <li>• Suzanne has accepted nomination as Vice Chair</li> <li>• Being Chair on the board is an opportunity to develop leadership ability and represent community</li> <li>• Need both new input and experience</li> <li>• Tyra would be open to a nomination</li> <li>• Christina will send out an email asking for nominations</li> <li>• First ethics committee meeting - did a training around equity and empowerment lens <ul style="list-style-type: none"> <li>◦ Did a mock trial of using the lens around sugar sweetened beverages</li> </ul> </li> <li>• Did a second trial around a grant opportunity that the county is applying for <ul style="list-style-type: none"> <li>◦ Grant changes language around abstinence only, heteronormative practices</li> </ul> </li> <li>• Will be doing a small group activity around 5Ps</li> <li>• How can we do work around subcommittees and compress time?</li> <li>• Key community stakeholders will be present - e.g. sexual health worker</li> <li>• <b>Send out 5Ps handout so that committee could fill out in advance</b></li> <li>• Why do we have stakeholders in room? Wouldn't it raise hackles? <ul style="list-style-type: none"> <li>◦ Difficult to come to consensus without having conversation with key stakeholders</li> </ul> </li> <li>• Audrey - recommend scaling back the committee and do homework before</li> <li>• April - PH approaches committee and ethics committee seemed bipolar <ul style="list-style-type: none"> <li>◦ Felt conflicted with ethics group - did not feel comfortable through lens as minority</li> <li>◦ Wants boundaries to be clear about what we are there to do</li> <li>◦ Suggestion should be to vet with community</li> </ul> </li> <li>• Rachael - should have a talk around consensus</li> <li>• Need key speakers and their voice to help understand those communities</li> <li>• Suzanne - want to go into future ethics meetings and discuss things that we don't know; teachable moment</li> <li>• Community wisdom and evidence and how racism plays out - need to bring forward</li> <li>• April - wants a forum for speaking up <ul style="list-style-type: none"> <li>◦ Sometimes feels like data on the wall</li> <li>◦ Taxes her energy</li> </ul> </li> <li>• Baher - cultural value <ul style="list-style-type: none"> <li>◦ Cultural lens and value should be a part of the conversation with committees</li> </ul> </li> <li>• 5Ps tool could help steer conversation around cultural values</li> <li>• <b>Make it clear what is being asked of committees</b></li> </ul> | Sandra Clark,<br>Jessica<br>Guernsey |
| Public Health Approaches Report | <ul style="list-style-type: none"> <li>• Looked at leading causes of death</li> <li>• Excess death measure - how much life have we prevented? <ul style="list-style-type: none"> <li>◦ Compared black and white <ul style="list-style-type: none"> <li>■ Not the only way to look at data, but differences are stark</li> </ul> </li> <li>◦ Honed in on specific areas</li> <li>◦ Hard to sit with this data</li> </ul> </li> <li>• Cannot be a good Public Health Division without looking at the causes of death</li> <li>• Root causes (e.g. tobacco)</li> <li>• Racism and the environment</li> <li>• Had a good range to come back to at the next meeting</li> <li>• Look at ways that other people have come to solutions</li> <li>• Will send out data - invite other folks to come</li> <li>• Public Health Week - proclamation to honor CHIP <ul style="list-style-type: none"> <li>◦ Social determinants of health plan</li> <li>◦ Racism is a public health issue</li> </ul> </li> </ul>  | April Johnson                        |
| Wrap-up and Meeting Evaluation  | <ul style="list-style-type: none"> <li>• Application period for new members closes tomorrow, 4/27</li> <li>• Recommended that July board meeting be the annual retreat so that planning for the year can be completed</li> </ul>   | April Johnson                        |

- |  |   |  |
|--|---|--|
|  | <ul style="list-style-type: none"><li>• Meeting adjourned at 5:37pm</li></ul> |  |
|--|---|--|