

**Multnomah County Public Health Advisory Board Minutes October 2018**

**Date:** Thursday, October 25, 2018

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

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

**Purpose:** To advise the Public Health Division on several areas of work with a strong focus on ethics in public health practice and developing long-term public health approaches to address the leading causes of death and disability in Multnomah County.

**Desired Outcomes:**

1. Review and approve bylaws and charter
2. Discuss County Board of Health developments and connection with MC-PHAB
3. Report out of Committee activities
4. Hear an update on Public Health Finances
5. Assess board meeting date and time for 2019 calendar year

**Members Present:** Tyra Black, Suzanne Hansche, Becca Brownlee, Cheryl Carter, Chuck Tauman, Bertha Ferran, Rebecca Lavelle-Register, Alicia Junker, Jerome Adibonou, Debbie McKissack, Gerald Deloney, Audrey DeCoursey (phone), Joannie Tang, Daniel Morris

**Public Health Division staff:** Rachael Banks, Nathan Wickstrom, Adelle Adams (phone), Christina Brown

**Guests:** Katherine McGuiness, Kathleen Johnson

Item/Action	Process	Lead
Welcome & Introduction	<ul style="list-style-type: none"> <li>Board members introduced themselves, stating background and values</li> </ul>	Suzanne Hansche
Agenda Review	<ul style="list-style-type: none"> <li>Suzanne reviewed the agenda</li> <li>Agenda was approved</li> </ul>	Suzanne Hansche
Minutes Review	<ul style="list-style-type: none"> <li>July board meeting minutes were approved</li> </ul>	Suzanne Hansche
Charter and Bylaws	<ul style="list-style-type: none"> <li>Suzanne: <ul style="list-style-type: none"> <li>With three years of living through work, there were several comments that brought us into reality</li> <li>Language was changed to align with other guiding documents</li> <li>Clarification on existing agreements</li> </ul> </li> <li>There was consensus to adopt the charter</li> <li>There was consensus to adopt the bylaws</li> </ul>	Suzanne Hansche
MC-PHAB and the Board of Health	<ul style="list-style-type: none"> <li>Board of County Commissioners has only stepped into Board of Health (BOH) role twice <ul style="list-style-type: none"> <li>Menu labeling</li> <li>Decreasing youth access to tobacco <ul style="list-style-type: none"> <li>Tobacco retail licensing came out of this</li> </ul> </li> </ul> </li> <li>Intention is to have the Commissioners come together regularly as Board of Health to inform health policy and advise on key issues</li> <li>Our board is an elected board <ul style="list-style-type: none"> <li>In some jurisdictions, the BOH is similar to MC-PHAB</li> <li>Value in elected board is that they also have the authority to set policy <ul style="list-style-type: none"> <li>Broad reach across six cities in Multnomah County</li> <li>Other jurisdictions in governing bodies</li> </ul> </li> </ul> </li> <li>Fall <ul style="list-style-type: none"> <li>Currently getting commissioners ready for role, having legal meetings</li> <li>November 6th - first BOH orientation</li> <li>Getting commissioners inspired by work</li> </ul> </li> <li>Winter <ul style="list-style-type: none"> <li>Going through leading causes of death data</li> <li>Present Black/white disparity ratio to highlight preventable years of life lost</li> <li>Have resolution to have BOH accept CHIP (Community Health Improvement Plan) <ul style="list-style-type: none"> <li>Community led/owned</li> <li>Good match for county BOH - deals with human services</li> <li>First time known that the Board has accepted a resolution of this nature</li> </ul> </li> <li>Commissioners want to know about mental health, substance abuse, violence <ul style="list-style-type: none"> <li>Will take that information and feed it back into public policy</li> </ul> </li> </ul> </li> </ul>	Rachael Banks

	<ul style="list-style-type: none"> <li>○ REACH presentation <ul style="list-style-type: none"> <li>■ County received the competitive five-year grant</li> <li>■ Policies have a different equity lens that impact broad social determinants of health</li> </ul> </li> <li>● Spring: <ul style="list-style-type: none"> <li>○ MC-PHAB will go in front of Board to give recommendations</li> </ul> </li> <li>● Summer <ul style="list-style-type: none"> <li>○ Board will lay out what health policy vision is</li> </ul> </li> <li>● Because BOH is new and doesn't necessarily have a health background, it will take time for orientation and information to sink in</li> <li>● Board meetings are Tuesdays and Thursdays in the morning <ul style="list-style-type: none"> <li>○ Do not have to be present for the whole board meeting</li> <li>○ Can set a time certain when there is a presentation</li> </ul> </li> <li>● Need to synchronize what we're working on with what Board of Health is working on <ul style="list-style-type: none"> <li>○ Rachael: this work is in sync because we are one step ahead <ul style="list-style-type: none"> <li>■ Have to make sure questions from Board will be funneled directly into committee work</li> </ul> </li> </ul> </li> <li>● Commissioners will have rough legislative agenda together in November and make alterations in January when new commissioner starts <ul style="list-style-type: none"> <li>○ Board can send letter with recommendations for priorities</li> </ul> </li> <li>● Board of Health will go forward continually in future</li> <li>● Bylaws are general enough that new processes can fit into them</li> <li>● What can we do now to help? <ul style="list-style-type: none"> <li>○ MC-PHAB could present on November 8th <ul style="list-style-type: none"> <li>■ Basic theme could be the belief that it's important that the BOH be active</li> <li>■ Looking forward to being a voice, and you give us an avenue</li> <li>■ Opportunity for anyone from MC-PHAB to be there <ul style="list-style-type: none"> <li>● Commissioners will notice when MC-PHAB members are there</li> </ul> </li> </ul> </li> </ul> </li> <li>● Trying to make the core capabilities of Public Health real for the Board <ul style="list-style-type: none"> <li>○ They now have the chance to touch the work</li> <li>○ This is what a modernized health care system looks like</li> </ul> </li> <li>● If there are health emergencies, this could give a greater ability for Board of Health to react</li> </ul> <p><b><u>Action Items:</u></b></p> <ul style="list-style-type: none"> <li>● Christina will send out invites to MC-PHAB members <ul style="list-style-type: none"> <li>○ November 6th Board Meeting (BOH Briefing/Orientation) - 10am (Exact time TBD)</li> <li>○ November 8th Board Meeting (BOH formal adoption of resolution) - 9:30am (exact time TBD)</li> <li>○ November 13th Board Meeting (Data presentation on leading causes of death) - 10am (exact time TBD)</li> <li>○ November 15th Board Meeting - (REACH Kick Off Presentation) - 9:30am (exact time TBD)</li> <li>○ December 6th Board Meeting (CHIP Presentation &amp; Resolution) - 9:30am (exact time TBD)</li> </ul> </li> <li>● Christina will send out link to Community Powered Change website for further information</li> <li>● Christina can continue to send out important dates and updates so that MC-PHAB can be ahead of what's on the horizon</li> <li>● Executive Committee will put out a draft letter of support for BOH <ul style="list-style-type: none"> <li>○ Suzanne is willing to read the letter on Nov. 8th</li> <li>○ She is also willing to take a leadership role in showing up to as many as these as possible</li> </ul> </li> </ul>	
Public Health Approaches Committee Report	<ul style="list-style-type: none"> <li>● Recommendation from PH Approaches committee to adopt prioritized policy options</li> <li>● Policy issues are not new <ul style="list-style-type: none"> <li>○ Have been doing homework along with research received from staff</li> </ul> </li> <li>● Consider how they have been prioritized and adopt ranking and where it implies next steps</li> <li>● This will lead into a plan <ul style="list-style-type: none"> <li>○ If there are feasibility issues, can get guidance from the Chair's office</li> </ul> </li> <li>● Are we voting on the policies ranking individually, or wholesale? What do the numbers indicate? <ul style="list-style-type: none"> <li>○ Level 1 priority - there is some action opportunity immediately that we want to take (e.g. asking for catered County events to be healthy)</li> <li>○ Level 2 priority - in most cases it will be supporting a policy or action that</li> </ul> </li> </ul>	Suzanne Hansche

	<p>someone else is working on</p> <ul style="list-style-type: none"> <li>○ Level 3 priority - important issue that we don't see an opportunity for right now, but will watch issue closely for future consideration (e.g. banning bump stocks and assault weapons)</li> <li>● There are some things on the ballot that could restrict us <ul style="list-style-type: none"> <li>○ e.g. tax on groceries</li> </ul> </li> <li>● Tobacco tax increase - level 2 (preemption issue) <ul style="list-style-type: none"> <li>○ Level 2 would still allow us to write a letter</li> </ul> </li> <li>● Bertha thinks smokefree policies for multi-unit housing should be ranked as a 1 <ul style="list-style-type: none"> <li>○ This includes vaping</li> <li>○ Could do more research on what percentage of housing does this now</li> <li>○ Could do more of this programmatically and do research on this to find where opportunities lie</li> <li>○ Bertha was able to have condominium association enforce 10 foot law</li> <li>○ People on the committee did a lot of work, and the list was a lot longer, so these are the top priorities</li> </ul> </li> <li>● Flavor ban, restricting locations of tobacco retailers, and healthy procurement are agreed on as 1s</li> <li>● Debbie: Can help monitor fruit and vegetable incentive programs</li> <li>● Jerome: Essential to get healthy food to kids at school; Have video of the poor food offered</li> <li>● Rebecca: Family utilizes all of the food services; agree that school food is not good <ul style="list-style-type: none"> <li>○ WIC is her favorite</li> </ul> </li> <li>● <b>Elizabeth Barth can track this; get Tameka linked to work</b> <ul style="list-style-type: none"> <li>○ <b>Can impact at a policy level</b></li> </ul> </li> <li>● Consensus about 3 on banning assault weapons</li> <li>● Traffic calming ranking is agreed on (1/2)</li> <li>● Complete streets - has to do with what the County could mandate; have to figure out what the County could do and spread the work that the City of Portland is already doing <ul style="list-style-type: none"> <li>○ Can be involved - other cities in the county (e.g. Gresham)</li> <li>○ Gets more complicated when it is work the city is doing</li> </ul> </li> <li>● Housing First - strong 2 <ul style="list-style-type: none"> <li>○ Can be supportive of the strong work being done by the County</li> </ul> </li> </ul> <p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>● Tobacco Prevention team can track and revisit Smokefree Policies for Multi-Unit Housing</li> <li>● Elizabeth Barth and Tameka Brazile in the Public Health Division can track and get linked to the Fruit and Vegetable Incentive Programs work</li> </ul>	
Ethics Committee Report	<ul style="list-style-type: none"> <li>● Want to make sure that we're not going to single out a substance being abused (e.g. opioids) <ul style="list-style-type: none"> <li>○ How do we take a stance on this?</li> </ul> </li> </ul>	Suzanne Hansche
Public Health Finance Committee	<ul style="list-style-type: none"> <li>● Recap finance structure <ul style="list-style-type: none"> <li>○ July 2018 - June 2019 <ul style="list-style-type: none"> <li>■ Present finance information to MC-PHAB quarterly</li> </ul> </li> <li>○ July 2019 - June 2020 <ul style="list-style-type: none"> <li>■ Finance Committee recommendations <ul style="list-style-type: none"> <li>● Membership include Chair/Vice Chair and 4 other MC-PHAB members</li> <li>● Share information, provide guidance for Finance Team</li> <li>● Meet quarterly, and more frequently during budget season (November - February)</li> </ul> </li> </ul> </li> <li>○ July 2020 - June 2021 <ul style="list-style-type: none"> <li>■ Topic Selection for engagement</li> </ul> </li> </ul> </li> <li>● Budget schedule for 2020 <ul style="list-style-type: none"> <li>○ October 29, 2018: Ops Finance Team prepares budtools and sends out budget communications</li> <li>○ January 7, 2019: Program budgets due to Finance Team</li> <li>○ January 25, 2019: Public Health Division budget due to Business Services</li> </ul> </li> <li>● FY19 Revenue <ul style="list-style-type: none"> <li>○ Currently on track</li> </ul> </li> <li>● FY19 Expenses <ul style="list-style-type: none"> <li>○ About a month behind in revenue/expenses due to grants and other funds</li> <li>○ Project is good - not overspending</li> </ul> </li> </ul>	Koua Cha, Debbie Costello

Board Logistics	<ul style="list-style-type: none"> <li>● CBAC - Citizen Budget Advisory Committee <ul style="list-style-type: none"> <li>○ Health Department CBAC</li> <li>○ Need a rep that will be making recommendations on behalf of the Health Department <ul style="list-style-type: none"> <li>■ Should also be on the Finance Committee</li> <li>■ Baher was formerly on it</li> </ul> </li> <li>○ Once a month, evenings 5:00-7:00pm (3rd Thursday) <ul style="list-style-type: none"> <li>■ November 15th is next meeting</li> <li>■ 426 SW Harvey Milk St.</li> <li>■ Can have a strong voice <ul style="list-style-type: none"> <li>● Advocacy will be a lot on what services will need to be retained (general fund cut)</li> </ul> </li> </ul> </li> <li>○ Can report back to MC-PHAB to learn of department priorities</li> <li>○ Could be creative and have shared responsibility</li> </ul> </li> <li>● Top 2 meeting times were voted on: <ul style="list-style-type: none"> <li>○ Meet on the 4th Thursdays <ul style="list-style-type: none"> <li>■ 2:00-4:00pm</li> <li>■ 3:30-5:30pm (Keep current time)</li> </ul> </li> </ul> </li> <li>● 5 votes for 2:00-4:00pm</li> <li>● 7 votes for 3:30-5:30pm <ul style="list-style-type: none"> <li>○ <b>Will continue with current meeting time</b></li> </ul> </li> <li>● Membership Committee <ul style="list-style-type: none"> <li>○ Chuck and Gerald are set to move off the board June 30, 2019</li> <li>○ Need to get new members for membership committee</li> <li>○ Debbie, Becca and Joannie volunteered to join the Membership Committee</li> </ul> </li> </ul> <p><b><u>Action Items:</u></b></p> <ul style="list-style-type: none"> <li>● Christina will provide more details on when the CBAC meetings occur</li> <li>● Cheryl volunteered to attend future CBAC meetings</li> </ul>	Suzanne Hansche
Wrap-up and Meeting Evaluation	<ul style="list-style-type: none"> <li>● Thank you to Christina and Suzanne</li> <li>● Name tag method worked well</li> <li>● Meeting adjourned at 5:33pm</li> </ul> <p><b><u>Action Items:</u></b></p> <ul style="list-style-type: none"> <li>● Invite Government Relations to January meeting</li> </ul>	Suzanne Hansche