



**Multnomah County Public Health Advisory Board
Ethics Committee Minutes
November 2019**

Date: Thursday, November 21, 2019

Time: 1:30 p.m. – 3:30 p.m.

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. Recommend changes to the timing of the Ethics committee deliberations to better address real-time ethics questions
2. Plan for a combined Ethics and Finance committee meeting to consider FY21 budget scenarios for the Public Health Division
3. Submit a NACCHO Model Practice application for MC-PHAB Ethics Committee

Members Present: Suzanne Hansche, Becca Brownlee, Maher Lazeg, Cheryl Carter, Joannie Tang, Laurel Hansen, Debbie McKissack, Rebecca Lavelle-Register, Bernal Cruz

Guests: Peter Adkins

MCHD staff: Jessica Guernsey, Christina Brown, Hilary U'Ren

Item/Action	Process	Lead
Welcome, Introductions, & Warm Up	<ul style="list-style-type: none"> ● Introductions ● Reviewed agenda ● Reviewed & approved August meeting minutes ● Reviewed Diversity statement & approved adding to group agreements <ul style="list-style-type: none"> ○ Amend to include statement: “(E/im)migrant: regardless of status” ○ Amend to move “people indigenous to this land” higher in the list (second) in the first bullet point 	Suzanne Hansche
Ethics group topic generation & timing challenges	<ul style="list-style-type: none"> ● Goal: to review challenges in how real-time PHD ethics issues are arising and timing of the Ethics Committee meeting ● Background: For this meeting, we had two potential topics for which the timing didn’t pan out, which made it clear we may want to reevaluate the structure of the Ethics Committee. Often we either have ethics questions or issues that arise and need attention more quickly than we can pull together, or we can’t get all the moving pieces to fit in time for our pre-scheduled meeting. ● Proposed structure change: schedule full board meetings every other month (i.e., odd months of the year). Use even months for either PH Approaches or Ethics Committee meetings, but leave up in the air the nature of those meetings until one to two weeks in advance when the Executive Committee will decide which committee will meet. Occasionally schedule “double-header” meetings that are both Approaches and Ethics (1 hour and 2 hours long, respectively) when necessary. <ul style="list-style-type: none"> ○ Pros: <ul style="list-style-type: none"> ▪ This proposal allows for some flexibility and the ability to address timely ethics issues. ▪ As long as the meetings happen on consistent days and times (i.e., the first Thursday of the month at 3:30 p.m.), people are comfortable keeping that time set aside every month. ○ Cons: <ul style="list-style-type: none"> ▪ It’s potentially more work and a bigger time commitment ▪ The beginning of 2020 already has a lot of MCPHAB commitments between the full board meeting, finance committee meetings, ethics meeting, and membership committee (+ executive & planning meetings, for those who attend). ▪ Because the meetings are public, we need enough advance notice/structure to post information publicly to allow for community participation/attendance. 	Jessica Guernsey

	<ul style="list-style-type: none"> • Aim to propose this change at the full board meeting in January 2020. 	
<p>Proposal for Blended Ethics & Finance Committee Deliberation</p>	<ul style="list-style-type: none"> • Goal: to review concept of blending the next Ethics and Finance team meetings to review budget scenarios • On 11/7/19, the county budget office presented on this year's budget. The county general fund is based on capped property taxes, which have been declining, meaning we're on a downward budget trajectory for the next four years. • The Ethics Committee will look at the PHD budget priorities with the 5Ps/equity lens • Timing will be tricky as the county staff haven't been provided with formal budget numbers/dates yet, but that will become clearer soon. We will look at scheduling a few finance committee meetings and will aim to schedule the joint Ethics/Finance Committee meeting in early December 2019. 	<p>Suzanne Hansche, Becca Brownlee</p>
<p>NACCHO Model Practices nomination</p>	<ul style="list-style-type: none"> • NACCHO: National Association of City County Health Officials – Dr. Vines would like us to consider nominating MCPHAB's ethics committee for model practices. • The committee approves, and Debbie McKissack, Suzanne Hansche, Maher Lazeg, and Cheryl Carter agree to work on the submission. • Christina will work to schedule a meeting amongst those folks and Dr. Vines to provide some guidance on the submission. 	<p>Jessica Guernsey</p>
<p>Wrap-up & meeting evaluation</p>	<ul style="list-style-type: none"> • Consider Dani Bernstein's request to submit answers to their interview questions for the Office of Community Involvement's quarterly e-newsletter. • Members were provided paper meeting evaluations. 	<p>Suzanne Hansche</p>