



# Advisory Council

## November 29, 2022 meeting notes

**Attendees:** Elma Blum, Karen Bowerman, Sandra Brown, Peggy Carlson, Tyler Clary, Sarah Garber, Amy Gross, Marla Sanger, Maria Swinger-Inskeep, Remy Eussen, Paul Childers, Jeff Mori, Aru Headrick, Shona Carter, Dave Fuller, Michelle Stickley  
**Absent:** Andy Santos, Mark Collier, Heather Dekker, Adrienne Fairbanks  
**Staff:** Mallori Berry, Jeff Harbison, Alan Melnick, Andrea Pruett, Roxanne Wolfe  
**Public Guest:** None

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### (1) WELCOME/NEW MEMBERS/APPROVAL OF MEETING MINUTES (*Aru Headrick*)

- The Council reviewed the meeting minutes from October 25, 2022. Tyler Clary moved and Karen Bowerman seconded motion to approve the meeting notes as submitted. All were in favor.
- Tyler Clary helped introduce and welcome Chief Jeff Mori as the representative for the Clark County law enforcement community to the Public Health Advisory Council.

### (2) COMMENTS FROM THE PUBLIC

- None

### (3) PHAC UPDATE

- **Update on nominations and recruitment for vacant positions** (*Dr. Alan Melnick, Elma Blum, Shona Carter, and Dave Fuller*)
  - The nominating committee, made up of Shona Carter, Elma Blum, and Dave Fuller, have submitted the proposed 2022 Officer Slate of:
    - *Chair: Sandy Brown*
    - *Vice Chair: Michelle Stickley*
    - *Past Council Chairperson: Dr. Aru Headrick*
    - *Member At-Large: Peggy Carlson*
  - Maria Swinger-Inskeep moved to approve the slate and Paul Childers seconded the motion. All were in favor and the new Executive Committee will begin January 1, 2023.
  - PHAC has vacant positions for the following:
    - Nurse representative
      - Application received and recommendation for this position has been sent to the Board of Health, currently waiting on approval.
    - Clark County federally recognized tribe member. The Cowlitz Indian Tribe is working on a recommendation.

### (4) DEPARTMENT UPDATE

- **Budget update** (*Jeff Harbison*)
  - **EPH FEE ORDINANCE**
  - **BUDGET 101 SERIES**
    - See attached presentation



- PHAC engagement for the 2024 budget process
  - Have created a proposal to create a Budget Subcommittee who we can present to and receive feedback/recommendations on the budget throughout the process. This Subcommittee would meet separately from our standing PHAC meeting, with an estimated time commitment of 2-3 four-hour long meetings. Meetings would begin in April/May 2023 and end in July 2023.
  - Peggy Carlson moved to approve a Budget Subcommittee and Dave Fuller seconded the motion. All were in favor. Jeff Mori has requested to be a part of the Budget Subcommittee.
    - If you are interested in being on the budget committee, please email Mallori Berry at [Mallori.Berry@clark.wa.gov](mailto:Mallori.Berry@clark.wa.gov).

## (5) DISCUSSION

- **Bylaws committee** (*Dr. Alan Melnick*)
  - We would like to create a committee to look at the bylaws annually, consider frequency of meetings, consider attendance expectations etc. Mallori will send out the current bylaws to the group, and we plan to add the updated bylaws to our website.
  - Peggy Carlson moved to approve a Bylaws committee and Sandra Brown seconded motion. All were in favor. Volunteers for the Bylaws committee include:
    - Sandra Brown
    - Michelle Stickley
    - Marla Sanger
    - Peggy Carlson
    - Remy Eussen
- **Heritage Farm Survey** (*Dr. Alan Melnick and Sandra Brown*)
  - Parks and Lands planning staff is developing a sustainability plan to improve financial sustainability of the farm and increase opportunities for public access. Plan development will include participation of a steering committee to help guide the process, implement a public engagement plan, and evaluate economic analysis of alternative approaches. The final sustainability plan will be considered by council for approval.
  - An Open House is scheduled for December 14th from 5pm to 7pm at the Bud Van Cleve Community Room at Luke Jensen Sports Complex. A hybrid option will also be available.
  - Additional information on this project can be found here: <https://clark.wa.gov/public-works/heritage-farm-sustainability-plan>
  - Heritage Farm survey link: <https://www.surveymonkey.com/r/HeritageFarm>
    - Please consider responding and forwarding the survey to your networks or others within the community.
- **Board of Health debrief** (*Dr. Alan Melnick*)
  - We encourage PHAC members to stream the Board of Health meetings when time allows at [Clark County Board of Health > Clark/Vancouver Television \(cvtv.org\)](https://www.clark.wa.gov/county-board-of-health). It is important to hear public comment and to learn more about what the Board of Health is interested in learning/hearing about. PHAC plays a vital role as the advisory committee for Board of Health, and it would be good to provide public comment and connect with the BOH at their meetings.
  - Shona Carter will do some outreach and engagement with Southwest Washington Equity Coalition to see if they would be interested in participating with the Board of Health.

- **Racial Equity work/PHAC survey/CHA/CHIP/SP** (*Andrea Pruett*)
  - There is a total of 21 eligible PHAC members that can take this survey, and our goal for this group is to have a completion rate of over 90% (20 out of 21 people), and we are currently at a 70% completion rate (14 people). The survey should take no longer than 25 minutes to complete and we will send out another reminder email on Monday, 12/5. This competency assessment is going to support our ability to have dialogue and figure out where to begin. Most groups coming together to address racist systems, institutional behavior, and policies experience varying degrees of comfort, discomfort, knowledge, and experience on the topic, so it is critical that this survey be completed. Our teams have completed the same survey; at the February PHAC meeting, we will discuss the survey results and compare the PHAC results with department results and then post the results for the community to see as well. These results will help guide our decisions in what trainings we use, our dialogue moving forward, our work and how we can best operationalize PHAC's skill sets and voice to inform policy change with our Board of Health.
    - County Public Health had a 95% completion rate for the competency assessment, 122 responses out of 125.
  - Four priority areas:
    - Assess internal policies and procedures to address and reform structures and processes that contribute to race-based decisions and actions.
    - Recommend policy changes and improvements to the Board of Health and Clark County Council to support this work.
    - Pursue opportunities to improve and enhance this work in our community.
    - Partner with community agencies and organizations to co-create solutions.
  - Discussed creating a subcommittee to support PHAC in building criteria to use in assessing whether/how they would respond to public health related issues in the community, for example, responding to racist, homophobic or transphobic comments. . Clark County leadership team will help create criteria to respond suitably in these instances. Amy Gross expressed interest in being on this future committee.
  - The three work products that we will be engaging in over the next year are the community health assessment, community health improvement plan, and organizational strategic plan. The health assessment process will lay the foundation for us to have the available information for us to reground in our public health and community health mission and select our priorities to be able to do meaningful work in the community and align our commitments and capacity in our roles.

## **(6) EXECUTIVE COMMITTEE UPDATE**

- **None**

## **(7) CLOSING/ADJOURN** (*Aru Headrick*)

- **NEXT MEETING:** February 28, 2023  
The meeting adjourned at 7:37pm.