



Public Health
Prevent. Promote. Protect.

Advisory Council

February 22, 2023 meeting notes

Attendees: Elma Blum, Sandra Brown, Peggy Carlson, Tyler Clary, Sarah Garber, Amy Gross, Marla Sanger, Maria Swinger-Inskeep, Paul Childers, Dave Fuller, Michelle Stickley, Heather Dekker, Adrienne Fairbanks, Sue Marshall, Nissa Buchanan, Michael Watkins

Absent: Jeff Mori, Shona Carter, Mark Collier

Excused: Remy Eussen, Aru Headrick

Staff: Mallori Berry, Jeff Harbison, Alan Melnick, Roxanne Wolfe, Vanlena Le, Hayley Pickus, David Hudson

Public Guest: None

(1) WELCOME/NEW MEMBERS/APPROVAL OF MEETING MINUTES *(Alan Melnick and Sandra Brown)*

- Alan Melnick introduced and welcomed Nissa Buchanan as the Nursing representative, Michael Watkins, Cowlitz Indian Tribe Director of Health and Human Services, as the Clark County federally recognized tribe member, and Sue Marshall as Board of Health, ex-officio member to the Public Health Advisory Council.
- The Council reviewed the meeting minutes from November 29, 2022. Michelle Stickley moved and Paul Childers's seconded motion to approve the meeting notes as submitted. All were in favor.

(2) COMMENTS FROM THE PUBLIC

- None

(3) PHAC UPDATE

- **Update on nominations and recruitment for vacant positions** *(Dr. Alan Melnick)*
 - PHAC has one vacancy for the Youth representative, and the Board of Health is advertising for this position. A copy of the press release has been sent to both the Youth Commission and Youth House and Mallori Berry has forwarded the press release to the PHAC group so they may share with other organizations. This position will be opened until filled; however, the next press release deadline is scheduled for 3/31/2023.

(4) DEPARTMENT UPDATE

- **Committee/recruitment updates**
 - **Bylaws Committee** *(Peggy Carlson)*
 - The Bylaws Committee, made up of Sandra Brown, Michelle Stickley, Peggy Carlson and Remy Eussen, reviewed the updates made to our current bylaws and recommended approval of the changes.
 - Peggy Carlson moved to approve the changes made in the PHAC bylaws and Maria Swinger-Inskeep seconded the motion. All were in favor.
 - *To note from the bylaws:* The Membership Nominations Committee will be taking attendance for each meeting. Members with two unexcused absences or two consecutive absences per calendar year including a committee meeting, may constitute a cause to recommend a replacement to the Board of Health. Please notify Mallori Berry at

Mallori.berry@clark.wa.gov if you plan to be absent from a meeting.

- **Budget Sub-committee** (*Jeff Harbison*)
 - We have received two volunteers for the Budget Sub-committee since our November PHAC meeting: Jeff Mori and Marla Sanger. Tyler Clary volunteered to join the Budget Sub-committee during the meeting, and Dr. Sarah Garber emailed Mallori expressing interest in joining. We are looking for at least two additional members to join the committee.
 - We anticipate the Budget Sub-committee work to begin in late April. We will hold a couple meetings to bring everyone up to speed on the budget process, and then have the Public Health Leadership team meet with the subcommittee meet to brief them on the progress of our department budget, answer questions about what the budget make up looks like and discuss what the environmental fee calculations look like. The Budget Sub-committee will assist the leadership team with briefing PHAC on how the overall process is going.
 - If you are interested in joining the Budget Sub-committee, please email Mallori Berry at Mallori.berry@clark.wa.gov.

(5) DISCUSSION

▪ **Racial Equity update and discussion** (*Vanlena Le and Haley Pickus*)



PHAC Racial Equity &
Inclusion Competency



PHAC REI
Report-combined_fin



PHAC follow-up
data.pdf

- PHAC reviewed the above baseline survey results that PHAC members had taken, and then engaged in an intentional group discussion by completing a gallery walk through the results and data points and noted their thoughts using Jamboard.
 - You can revisit the comments on Jamboard using the following link:
<https://jamboard.google.com/d/1aBwud1UdyX2x7hU-JKPCBm8cXT03f0PG9PsSN7fnlDA/viewer?pli=1&f=0>
 - CCPH will synthesize this material for the March meeting.



DRAFT - PHAC equity
issue criteria tool.doc

- PHAC reviewed the above draft tool for decision making around PHAC communications, responses and issues that are brought to PHAC that are taking place in our community.
 - CCPH staff would support PHAC through literature reviews and through participation of department subject matter experts that can help identify and analyze relevant data and evidence.
 - PHAC members responded to whether the tool felt useful, and/or whether they felt staff would use this tool. Responses included:
 - Gives a concrete way to think through issues. Have concerns about using the tool in a virtual format since because the discussion in a virtual format is limited compared to when in person.
 - Looks good/well thought out. Will know how well it works/flows when we first use it.
 - One concern was that the tool could lead to unnecessary discussions when it could be analyzed as a yes or no from the group. It was brought up that we may need pre-criteria to determine if the tool is even necessary to use.
- PHAC will revisit the discussion around this tool, including the content and process for applying it,

at future meetings.

(6) EXECUTIVE COMMITTEE UPDATE

▪ **Cadence of meeting** (*Alan Melnick*)

- In prior years PHAC would meet monthly, however, cadence of the meeting changed to bimonthly during the COVID-19 pandemic. Given the fact that the racial equity topic has a lot of material, and much work still needs to be done, we are looking to schedule a meeting in March, and possibly consider going back to monthly meetings in the future.
- All in agreement that we should hold a meeting in March. Mallori will poll the group to see what day in March would work best for everyone.
- Overall, PHAC is interested in going back to monthly meetings, but would prefer a hybrid option.

(7) CLOSING/ADJOURN (*Sandra Brown*)

- **NEXT MEETING:** March 20, 2023
 - **NEXT STANDING MEETING:** April 25, 2023
- The meeting adjourned at 7:28pm.