



**Preventive Health and Health Services (PHHS) Block Grant
Advisory Committee Meeting Minutes
Oklahoma State Department of Health, Room 5, Floor 28
March 9, 2022**

All PHHSBG Advisory Committee meetings/hearings are open to the public. These meeting dates are published on the Oklahoma Secretary of State's website (<https://www.sos.ok.gov/>) no later than December 15th of the preceding year in which such meetings convene in order to ensure that the public is notified and allowed to attend. In addition, all meeting notices are posted at least 48 hours in advance of the public meeting/hearing at the Oklahoma State Department of Health's central office on a bulletin board that is conspicuously visible to the public.

Call to Order

- Meeting called to Order at 2:06 pm by Mendy Spohn, Interim Chair (OSDH)

Roll Call

- Members:
 - In-person: Melissa Blanton (Office of the Attorney General), Kelly Baker (OSDH), Cara Gluck (OCCHD), Mendy Spohn (OSDH)
 - Virtual: Micheal Peercy (Chickasaw Nation Department of Health), Dr. David Gahn (Cherokee Nation Public Health)
 - Absent: Jan Fox (OSDH)
- Guests:
 - In-Person: Diane Brown (OSDH), Nicole Mukes (OSDH), Karin Leimbach (OSDH), Meagan Walker (CCHD), Ashley Manning (CCHD), Christin Kirchenbauer (OSDH)
 - Virtual: Sally Bouse (OSDH), Floritta Pope (OSDH), Terrainia Harris (OSDH), Cathy Billings (OSDH), Shelly Patterson (OSDH), Fahad Khan (OSDH), Atonbara Sowemimo (OSDH), Tracy Wendling (OSDH), Brandi Little-John (OSDH)

Review and Approval of Minutes of June 8, 2021 Meeting

- Motion for approval – Melissa Blanton
- Second for approval – Kelly Baker
 - Any Discussion – no discussion
 - All in Favor Aye: Melissa Blanton, Kelly Baker, Cara Gluck, Mendy Spohn
 - All apposed Nay: 0

Advisory Committee Updates

Review of current members and discussion on potentials members; no vote needed at this time – Several recommendations were made for potential new members and Mendy Spohn asks Diane Brown to compile a list based on the recommendations received and to reach to potential members to determine their interest. The recommendations will be announced at the special meeting and the nominations will be sent to the Commissioner for appointment.

Nominations and/or appointment of new chair. Mendy Spohn states she will no longer be a member due to new role and would like to open up nominations for a new chair. The committee suggested several nominations with the agreement that it should be someone from the State Department of Health. Mendy Spohn recommends the Committee table the election of a new chair until the next meeting. And recommends before electing a new chair to appoint new members prior to electing a new chair. Melissa Blanton states the Committee will vote on membership first then vote on a new chair.

- Motion to table nomination and election of new chair and appointment of new members until next meeting.
- Motion by Mendy Spohn
- Second by Melissa Blanton

PHHSBG Updates

Proposed Budget Revision

Diane Brown introduced Buffy Heater to present. Buffy Heater proposed to increase salary of a staff member currently funded by the Block Grant. Health Department is undergoing a transformation and with that there are 27 strategic initiatives aimed at bolstering the infrastructure and improving the core services while advancing the health departments ability to improve the health across the state. Currently putting together, a staffing plan to better support the strategic initiative. The new position includes additional duties and an expanded role. The request for the staffing change is an additional \$20,900 in salary and fringe for the remainder of the state fiscal year.

Cara Gluck requests financials before a decision is made regarding the proposal request. A suggestion is made to have a special meeting prior to the next meeting to approve the proposal request.

Melissa Blanton makes a motion that we approve the request of increasing the current salary request of quality improvement position in the amount of \$20,900 contingent upon a review of the financials to verify that sufficient funds are available. Mendy states there is a motion on the floor. Is there a second. Kelly seconds motion. Mendy asks if further discussion. There is no discussion. Mendy calls or a vote. All in Favor – Aye, Melissa, Kelly, Cara, Mendy; Anyone opposed – Nay, 0 Mendy states motion passes.

Application

Diane Brown provides an update on the new automated application process and approval of the new application. The link will be provided to communications and posted on health hub and sent out as part of an agency-wide email. Along with the application, a pdf will be available for reference as well as a budget justification form and slide deck on the PHHS Block Grant. Currently, the application is open to Central office and CHDs tied to Central Office. There is discussion to invite Tulsa and OKC County Health Department to apply. Mendy Spohn asks Diane Brown to research and provide some answers as to why Oklahoma City and Tulsa County Health Departments were not included previously in the opportunity to be funded. If they are able to apply, then share the application and if they are not able to apply, to provide a mechanism for how they can receive some funding.

Kelly Baker and Mendy Spohn state the application is not usually approved by the Advisory Committee. Dr. Dave Gahn states that the Advisory Committee typically decides on what questions to ask, but not necessary to approve the application. Mendy states to table discussion until review the timeline.

Fahad Kahn is interested in knowing if Central office staff are eligible to apply and if currently programs can apply for an extension. Diane Brown states that Central office staff are eligible to apply, but current programs will need to reapply.

Diane Brown provides an overview of the timeline (see presentation). Based on the current timeline, Kelly Baker recommends Mendy Spohn speak with the Commissioner since it is up to OSDH on who can receive the funding. If it is allowable and approved, then Diane Brown will work with Cara Gluck to make an external application for OCCHD and THD to apply for funding.

Mendy Spohn asks if there is a motion related to the approval of the application to make sure the process stays in line with the timeline. Cara Gluck states if we approve the application, we also have to make a motion to open up the application to both Oklahoma City and Tulsa County Health Departments first.

Cara Gluck makes a motion to expand the scope of the opportunity for the prevent block grant funding to also include the two autonomous health departments of the Oklahoma City County health department and Tulsa County health department so that they have the opportunity to apply for dollars within the cycle. Mendy Spohn states that it will be contingent on the ability for us to do it. Mendy Spohn asks Diane Brown to confirm with CDC program officer. Kelly Baker requests we make a motion to OCCHD and THD and if we learn it is not possible, then the motion will be nullified if the entities are not eligible to receive funding. Mendy Spohn would like to table it and come back at the end of the meeting. Mendy states there is a motion on the table.

Upcoming Meeting Dates

Mendy provides an update on the upcoming meeting dates – May 11th, June 15th and December 14th. Diane responds these are the upcoming Advisory Committee meetings and a calendar hold has been sent to current members.

Mendy would like to have a special meeting before May 11th to include new members and elect a new chair so there is a more diverse committee looking at the applications.

Program Presentations

Mendy Spohn introduces the first program to present - Sexual Violence Prevention. Prevention work in rural Oklahoma: Two Block Grant Stories. Michelle Stansel is the presenter and is the Rape Prevention Coordinator housed in Injury Prevention Services. Here to talk about two block grants within the RPE program. (see presentation)

Dr. Gahn asks several questions. How does the lack of autonomy translate to sexual violence? He calls it the social marginalization and it is in their home or their circle. Do you see it with teenagers and the college students? How do you get the empowerment in the youth population or than saying you have a right how touches their body? Michelle Stansel responds that they talk a lot about sexual perversion component and a lot of times people are navigating their relationships and typically the basis of their relationships starts in the home. And that directly effects the relationships moving forward. Michelle Stansel mentions that it is important to have on-going conversations about autonomy and that you are valued and seen, so there are a lot of conversations around how to respect boundaries and listen to respect. Mendy Spohn mentions that education is starting early especially with medical professionals walking children through the process during a visit such as giving a shot. Michelle Stansel responds it is important to talk to kids early on about body autonomy, high school and college are too late. Dr. Gahn is interested in any resources that might be available for him to talk to his patients to talk about future issues. Diane Brown will connect Dr. Gahn with Michelle on this. Terrannia Harris, Director of Sexual Health and Harm Reduction (SHHR), mentioned there is a lot of overlap with this program and the SHHR programs.

Mendy Spohn introduces the next presentation – Falls Prevention. Madelyn Maxwell is the presenter and is the Healthy Aging and Fall Prevention Coordinator with Injury Prevention Service (IPS) at OSDH (see presentation).

In 2021, a newsletter was created to increase capacity across the state. Currently distributed to over 250 partners. Programs are designed to age successfully and age without injury. Kelly Baker asks how the newsletter is distributed. Madelyn says they are currently distributed through a distribution list. Kelly Baker asks if injuries went up during COVID. Currently, there is no data out yet.

Return to business that was tabled earlier in the meeting

Mendy states that Keith is open to it, but will need to discuss further. Mendy asks how we proceed. Cara is concerned with not impacting the process timeline. Mendy states that we will need to have a special meeting to have individuals interested in serving on the committee prior to the May 11th meeting.

Christin asks Cara if will need onboarding? Outline expectations. A quick webinar of the expectations of the webinar and specific to the grant.

Mendy discusses the option to make two motions. One to approve the application and the other to include OKC and Tulsa CHD.

The first motion by Cara is to expand the scope of the opportunity for the prevent block grant funding to also include the two autonomous health departments of the Oklahoma City County health department and Tulsa County health department so that they have the opportunity to apply for dollars within the cycle and will be contingent on the ability for OSDH to do it.

Motion is second by – Melissa Blanton; Mendy Spohn asks if there is any discussion. All in favor, yes, any oppose, nay.

Melissa Blanton makes a motion to approve the internal application as it stands and give authority to the administrative personnel of the block grant to work directly with the OKC and Tulsa County health departments to finalize the external applications that is agreeable and appropriate to both departments.

Motion second by Kelly Baker. There is no discussion. All in favor, aye; non opposed. Motion passes

There is no other business left on the table.

Public Comments

Mendy Spohn opens the floor to public comment. There is no public comment.

Closing Remarks, Questions and Adjournment

Mendy Spohn asks where minutes and other information is posted. Diane Brown responds that this information is found on the OSDH website, SharePoint and a TEAMS page.

Closing remarks – Mendy Spohn asks for people to get information in to Diane about suggested people. Mendy Spohn will follow up on sending out a special meeting invite to include voting of new members and chair. Resolution on OKC/Tulsa passed earlier.

No other comments or questions.

- Mendy Spohn makes a Motion to Adjourn
- Second by Kelly Baker
- Adjournment – time is 3:54 pm.