

**Cumberland County Coordinating Council for Public Health
(C4PH)
Meeting Notes
November 30, 2007**

Attendees: Valerie Landry, Deb Deatrack, Carol Zechman, Doug Gardner, Dick Farnsworth, Tina Pettingill, Dianne Holcomb, Don Ward, Becky Whittemore, Barbara Shaw, Julie Sullivan, Naomi Anderson, Elizabeth Trice, Mallory Shaughnessy, Colleen Hilton

- This meeting marks (well, nearly) our first anniversary, and it is a good time to pause, reflect on what's worked and what needs to change, and revisit our process and structure.
- First, update on Public Health Work Group (PHWG) progress, status, and reactions to our proposal for statewide infrastructure.
 - PHWG may continue as statewide coordinating council.
 - There is a statewide public health advisory group which Dora chairs. Meets perhaps annually, has Healthy Maine Partnerships and others on it. But what is it, how was it constituted, what does it do?
 - Portland's Public Health Division and Bangor's health department were invited to meet with Trish Riley and Dora Mills on 12/4/07.
 - What is the issue with shared authority/responsibility?
 - Clarify issues and set agenda for future meetings – process to work through the problems/barriers/concerns, jointly develop an approach
 - Cumberland District could pilot any one of a number of things to see how substate infrastructure works – e.g., data sharing, contracting, disease investigations and reporting, health inspections.
 - Clarify why we want to expand Portland's health department to serve the Cumberland County District – ability to manage directly at local level
 - Accountability of District Coordinating Council to MCDC – how define? Who does what? How resourced? Perhaps propose these issues as part of pilot to be examined.
 - New District Health Liaisons – first in Lewiston, Sanford, Rockland. MCDC employees.
- Ad hoc committee created to examine C4PH process and structure. Julie, Valerie, Mallory, Dick. Will be meeting Mon 12/17, 2:30-4, Julie's office. Others are more than welcome.
- Town manager document (version 1) completed and distributed to PHWG, C4PH, other interested parties. Also posted on C4PH web site. (www.c4ph.portlandmaine.gov)

- **Next meeting: Friday, Jan. 18, 10:30-12, Portland City Hall (would someone else like to host??)**

Overview of Meeting 12/4/07 with Trish Riley, Dora Mills, and others

- Current progress with data-sharing MOU between Portland Public Health and MCDC is encouraging – need similar initiative to streamline contracting
- PHWG will not be addressing role or functions of a District Health Officer at this time
- District Health Liaison positions – what is their value, especially for Cumberland District?
 - Take the pressure off already overworked MCDC staff – things like presentations, sit on boards, etc. at the local level
 - Help link, prioritize requests to MCDC
 - Frontline for problem-solving – identify and articulate the problem, lead a process to solve
 - Closer access to Dora – liaisons will report to new person who reports to Dora and sits on her senior management team
 - Planning – e.g., bringing people together, draft protocols, org charts, bring other resources to district
 - Efficiencies – mission is to improve MCDC, jobs in the district
 - Help with District Health Improvement Plans
 - Resource for Local Health Officers – especially around the revised statute and environmental health issues
 - Sit at County EMA during emergencies
 - Expert in HP2010 and State Health Plan
- Need to develop and implement a process to hash out the best role for co-located MCDC staff at the district level: public health nurses, regional epidemiologists, health inspections, and drinking water.
- What are the measures of success for District Coordinating Councils?
- Don Ward will continue to work with us until such time as there is a District Health Liaison for us.