



The Preventive Health and Health Services (PHHS) Block Grant Special Advisory Committee

**Meeting Minutes**

December 14, 2022

Oklahoma State Department of Health

123 Robert S. Kerr, Room 1658

Oklahoma City, OK 73102

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, Welcome, and Introductions**

- Meeting called to order at 2:05 pm by Danielle Durkee, Chair (OSDH)

**Roll Call**

- Members:
  - In-person: Halley Reeves (OUHSC), Rafaella Espinoza (OSDH), Danielle Durkee, Chair, (OSDH), Dr. David Gahn (Cherokee Nation Public Health), Dr. Tracy Wendling, Maggie Jackson (OSDH)
  - Absent: Michael Percy (Chickasaw Nation), Cara Gluck (OCCHD), Floritta Pope (OSDH), Theodor Noel (Guiding Right Inc)
- Guests:
  - In-person: Diane Brown (OSDH), Tonia Lowry (OCCHD), Steve Miller (OSDH)

**Review and Approve of Minutes from June 15, 2022 Regular Meeting**

- Motion for approval of Minutes from June 15, 2022 Regular Meeting – Dr. David Gahn
- Second for approval – Halley Reeves
  - Any discussion – no discussion
  - All in Favor      Aye:              Dr. David Gahn, Dr. Tracy Wendling, Rafaella Espinoza, Danielle Durkee, Halley Reeves
  - All opposed      Nay:                      0
  - Abstain                                      Maggie Jackson

**PHHSBG Update for Fiscal Year (FY) 2021 – FY 2021 Final Annual Progress Report Update**

Ms. Brown provided a quick review of the FY 2021 Final Annual Progress Report including some of the successes seen from FY 21. Ms. Brown also provided an update of the outcomes met – 19 met and 4 not met.

**PHHSBG Update for Fiscal Year FY 2022 – Work Plan Updates**

Ms. Brown provided a review on the updates for the FY 2022 workplan including successes and challenges seen, a funding map showing the impact the PHHS Block Grant dollars have on the state, a budget update utilizing a dashboard and budget and work plan revisions including review and recommendation of the following programs.

- Returning Funds - Infant and Early Childhood Mental Health program (IECHMH)
- Requested Work Plan Revision - Project CHAT, Expanded CATCH program, Nursing Service - Nurse Education Training and Occupational Health

- Budget Revision – Increase Fluoride Varnish Outreach Program and Pediatric Audiology

There was no discussion regarding the successes and challenges, funding map and budget update.

The IECHMH program returned \$119,900.

Project CHAT work plan was originally approved in May 2022 by the PHHS Block Grant Advisory Committee, but due to internal contracting delays, Project CHAT needed to be moved to the FY22 Work Plan. The amount requested for Project CHAT was \$67,000. It was recommended to use funding from the IECHMH program.

The CATCH program saw a lot of success in Northeast Oklahoma, so a request was made to expand the program into 10 more schools in Muskogee County. The amount requested was \$39,500. It was recommended to use funding from the IECHMH program.

Fluoride Varnish outreach project also saw a lot of success and requested an increase to their budget. Current budget was \$8,000 and they requested a \$3,000 increase. It was recommended to use funding from IECHMH program.

Pediatric Audiology program submitted a budget revision to reduce their budget from \$129,084 to \$80,481 due to delay in hiring position funded by the PHHS Block Grant.

Ms. Brown reached out to Nursing Service based on their potential need for funding. They indicated yes and provided two budgets for Nurse Education Training and Occupational Health. These budgets were also submitted to CDC PO to determine if expenditures requested were allowable. The budget for Nurse Education Training was allowable, but the Occupational Health was not. The allowable budget was for \$23,760.88. It was recommended to use funding from the Pediatric Audiology budget.

Discussions were had among the Advisory Committee members and it was recommended to fund Project CHAT, CATCH expansion, Fluoride Varnish and Nurse Education Training. Dr. Wendling recommended looking at FY22 projects that were not approved for funding since they applied. Ms. Brown provided an overview of the programs not funded and based on the review, Ms. Jackson and Ms. Durkee recommended Ms. Brown reach out to the county pharmacy program that was not previously funded to see if funding could be utilized. Dr. Wendling and Mr. Miller recommended looking at current programs to determine if additional funds could be used. The childhood passenger safety program is in need of additional funds for car seats. Ms. Brown will work with childhood passenger safety program to add additional funds from Pediatric Audiology program for car seats.

- Motion for approval of work plan changes and budget revisions – Dr. David Gahn
- Second for approval – Dr. Tracy Wendling
  - All in Favor      Aye:              Dr. David Gahn, Dr. Tracy Wendling, Rafaella Espinoza, Danielle Durkee, Halley Reeves, Maggie Jackson
  - All opposed      Nay:              0

**PHHSBG Update for Fiscal Year (FY) 2023 – FY 2023 Program Updates**

Ms. Brown discussed FY 2023 program updates. Currently, the planning phase for FY 2023 has begun and to ensure programs can start in July, the applications will open in January with recommendations made by the Advisory Committee in March. Recommended and approved programs will be presented in May. The work plan will be submitted July 1, 2023. The allocated funding amount for each recipient will be provided sometime between March – May, but OSDH will not receive the official NOA until September.

**Closing Remarks, Questions and Adjournment**

Upcoming Advisory Committee dates are May 10 which will be the Public Hearing and December 13 which will be a Regular Meeting. The next Advisory Committee meeting will include presentation of recommended work plan and FY 2022 Program updates.

- Ms. Durkee made a motion to Adjourn
- Second by Ms. Reeves
- The meeting was declared adjourned at 3:01 pm.