



**Multnomah County Public Health Advisory Board  
Full Board Meeting Agenda  
October 2023**

**Date:** Tuesday, October 24, 2023

**Time:** 3:30pm – 5:30pm

**Location:** 501 SE Hawthorne Blvd, Portland, OR 97214, Multnomah Building Room 126

**Purpose:** To advise the Public Health Division on several areas of work with a strong focus on ethics in public health practice and developing long-term public health approaches to address the leading causes of death and disability in Multnomah County.

**Desired Outcomes:**

1. Strengthen our bonds of community and trust
2. Receive updates from Public Health leadership
3. Learn about the Violence Prevention Strategic Plan and ways in which MCPHAB can engage in the work
4. Review and finalize the Bylaws and Charter
5. Determine meeting dates for November and December

**Material:**

1. September Meeting Minutes
2. Bylaws & Charter

Item/Action	Process	Lead	Time
Welcome, Introductions, Agenda & Minutes Review	<ul style="list-style-type: none"><li>• Introductions</li><li>• Review agenda</li><li>• Review and approve September meeting minutes</li></ul>	Board member	15 min 3:30 – 3:45
Public Comment & Board Sharing	<ul style="list-style-type: none"><li>• Allow time for public comment (if applicable)</li><li>• Use time for information sharing and updates</li></ul>	Board member	5 min 3:45 – 3:50
Public Health Updates	<ul style="list-style-type: none"><li>• Provide high level updates about the work being done by the Public Health Division (PHD)</li><li>• Ask questions to PHD leadership</li></ul>	Neisha Saxena, Andrea Hamberg	15 min 3:50 – 4:05
Violence Prevention	<ul style="list-style-type: none"><li>• Provide an overview of the Violence Prevention Strategic Plan</li><li>• Discuss ways that MCPHAB can engage and take action with this work</li></ul>	Charlene McGee	50 min 4:05 – 4:55
<b>Break</b>			5 min 4:55 – 5:00
Bylaws & Charter	<ul style="list-style-type: none"><li>• Review the updated documents</li><li>• Suggest changes and vote for approval</li></ul>	Nathan Wickstrom	15 min 5:00 – 5:15
November & December Meetings	<ul style="list-style-type: none"><li>• Discuss meeting date options for November and December, which occur near holidays</li></ul>	Nathan Wickstrom	5 min 5:15 – 5:20
Wrap-up, Meeting Evaluation & Connection	<ul style="list-style-type: none"><li>• Review next steps and key takeaways</li><li>• What worked well? What could have been improved?</li><li>• Share a moment of gratitude</li></ul>	Board member	10 min 5:20 – 5:30

**Join Zoom Meeting**

<https://multco-us.zoom.us/j/98187845817?pwd=enhiNEhVaVA0Mml1aFFCRzdPTDRqZz09>

**Meeting ID:** 981 8784 5817

**Passcode:** PHe@lth1

**Dial by your location**

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 981 8784 5817

Passcode: 49286777

Find your local number: <https://multco-us.zoom.us/j/aczgR2jaLn>

**MCPHAB Group Agreements**

- Listen to understand, not to react
- “Land the plane” (attempt to bring the point home to something actionable) and have the permission to come in raggedy
- Acknowledge the perspective you’re speaking from
- Ensure balance of everybody expressing perspectives
- Have fun and bring your whole self
- Be creative, flexible, and solution-oriented
- Engage fair processes and balance toward fair outcomes
- Focus on the quality of the journey and not just the destination
- Engage and be fully present
- Identify goals to guide our work
- Chair and Vice Chair have permission to call time
- Be mindful of how much space you take up – step up, step back
- Brave and supportive space
- Understand one’s privilege and platform
- Give time for internal and external processing
- Check in with everyone after each agenda item
- One Diva, one mic
- Make sure to take time for yourself and prioritize self care

**MCPHAB Consensus Building Process****Five Stages of Consensus-Building****1. Convening**

- Getting the right people to the table with the right expectations.

**2. Assigning Roles & Responsibilities**

- The “signing on” phase. Everyone at the table agrees upon the ground rules that will govern decision-making and defines the kinds of responsibilities they are each willing to accept.

**3. Facilitating Group Problem-Solving**

- Step 1: “Venting.” This happens when members state any concerns they have about a proposal or a process.
- Step 2: Round of statements describing interests or priority concerns by members.
- Step 3: “Inventing.” This happens when members take what they’ve heard about each other’s interests and try to come up with proposals that meet everyone’s needs.
- The point of these 3 steps is to keep multiple options alive so that a full range of combinations can be “tried on for size.”

**4. Reaching Agreement**

- Does not mean voting, but “agreeing to agree.”
- Facilitator asks: “Can everybody live with this proposal?”
- If a member says “no,” he or she is asked to explain his or her position clearly, including any changes to the proposal he or she would like to suggest.

**5. Holding People to Their Commitments**

- This is the implementation phase.
- What actions do subcommittees, the Board as a whole, or individual members need to take?
- What actions are MCHD staff and executives responsible for?