Commission on Public Health: Kick-Off Meeting
Meeting Minutes
Virtual | December 14, 2023, 3:00pm

Present:
Gregory Branch, Local Health Officer Urban
Chris Brandt, Public w/Exp. Information Technology
Meenakshi Brewster, Co-Chair/Local Health Officer Rural
Ariana Kelly, Senate Representative
Boris Lushniak, Co-Chair/State Academic Institution w/ Exp. Public Health Systems
Oluwatosin Olateju, Co-Chair/Faculty - HBCU
Fran Phillips, Public w/Exp. Population Health
Nicole Rochester, Public
Michelle Spencer, State Academic Institution w/ Exp. Public Health Systems
Allen Twigg, Public w/Exp. Workforce
Heather Bagnall, House Representative
Nilesh Kalyanaraman, MDH Deputy Secretary of Public Health Services or designee
Alyssa Lord, MDH Deputy Secretary of Behavioral Health or designee

Absent:
Jean Drummond, Public w/Exp. Health Equity
Maura Rossman, Local Health Officer Suburban
Camille Blake-Fall, MDH Director of Office of Minority Health and Disparities or designee

I. Call to Order
   a. Called to order at 3:02pm by Boris Lushniak (presiding co-chair of meeting)
   b. Meetings are recorded, all consent to recording current meeting
II. Welcome and Introductions
   a. Commission tasked with assessing and recommending improvements to the delivery of foundational public health services in Maryland
      i. Division into 5 workgroups: Funding, governance and organizational capabilities, workforce, information technology, communications and public engagement
      ii. Main task of commission is reporting. Final report required by Dec 1, 2024. Interim report submitted Dec 1, 2023
   b. Public meeting, chat not monitored, however public comments encouraged via email: md.coph@maryland.gov
   c. Members subject to Maryland public ethics laws
   d. Attendance: members must attend half the meetings. Ex officios exempt from requirement
   e. Roll call
III. Approval of Agenda
   a. Agenda accepted unanimously
IV. Overview – Commission on Public Health (CoPH)

a. Current website: smchd.org/commissiononpublichealth
    i. Bios, agendas, minutes
b. Introductions by present members
c. Presentation on Commission by Oluwatosin Olateju (available on website)
    i. Establishment – established under House Bill 214, effective June 1, 2023 to June 30, 2025; make recommendations to improve delivery of foundational public health services in the state
        1. Assessment
            a. Assess foundational PH capabilities of the MDH and LHDs as specified
        2. Recommendations
            a. Based on assessment, commission makes recs for reform in specified areas
    ii. Report Timeline
        1. Interim report due Dec 1, 2023
        2. Final report due Dec 1, 2024
    iii. Foundational Public Health Services
        1. FPHS part of a framework that defines minimum set of capabilities and areas that must be available in every community
            a. Foundational areas
                i. Communicable disease control; chronic disease and injury prevention; environmental public health; maternal, child, and family health; access to and linkage with clinical care
            b. Foundational capabilities
                i. Assessment and surveillance; community partnership development; equity; organizational competencies; policy development and support; accountability and performance mgmt.; emergency preparedness and response; communications
    iv. Commission Membership
    v. Gubernatorial Appointees
    vi. Commission Co-chairs
    vii. Workgroups
        1. 5 workgroups: funding, governance and organizational capabilities, workforce, data and IT, communication and public engagement
        2. Each workgroup must include two members of the commission and members of the public with relevant experience in the subject matter of the workgroup, as specified
    viii. Subject Matter of Workgroups
    ix. Consults
    x. Compensation
        1. None, but are entitled to reimbursement

V. Commission ideally would have begun in June, but members not appointed until October. With shortened timeline, commission will ask Board to review current timeline and if it's still appropriate with the late start.

VI. Commission requirement of at least 3 public meetings. These meetings are in addition to the monthly commission meetings.

VII. Workgroups Presentation by Meenakshi Brewster
   a. CoPH member assignment
      i. Listed on webpage in Bios section
   b. Members of the public with relevant experience
      i. Applications due Dec 15, 2023 by 5pm EST
      ii. Timeline for application review and member selection
         1. Co-chairs will review and assign members
   c. Workgroup Co-chairs
      i. 2 co-chairs per workgroup, will serve as conveners and will communicate directly with the members of the workgroup
   d. Workgroup communication guidance
      i. Workgroups will likely need to meet on regular basis, once or twice a month based on progress

VIII. Progress Updates
   a. Because interim report was due before kick-off meeting, it was submitted on behalf of the co-chairs and to be presented to and adopted by the commission at first meeting.
      i. Commission needs
         1. No money put into commission. Needs funding; Co-chairs have reached out to some potential partners
         2. Need support on technology front
      ii. Update to report to be approved by commission
         1. "Recommendations" section updated to "Recommendations and Comments."
         2. Remove provision #4 and renumber the rest of provisions accordingly.
         3. Formerly provision #5, now #4, reword so it does not include exchange of funding from the state level.
         4. Provision #2 reworded to broaden funding opportunities

IX. Action Items
   a. Interim Report – Updated version approved unanimously
   b. 2024 CoPH meeting schedule – Approved unanimously
   c. Expert Collaboration – Approved unanimously
      i. Give co-chairs ability to reach out to collaborative parties who have expertise in analyzing public health data and infrastructures.

X. Adjournment
   a. Meeting adjourned at 4:28pm by Boris Lushniak.
   b. Next meeting will be January 4, 2024, 2pm-5pm at Baltimore County Dept of Health with virtual option