



SCHOOL OF  
**PUBLIC HEALTH**

**SPH Professional Workforce Development Committee Meeting (PWDC)**

**April 2022 Meeting**

**Confirmed Minutes**

April 6, 2022

11:00 a.m.

*Via Zoom virtual meeting*

**Attendees**

	<b>Representing</b>	<b>Member</b>	<b>Voting or non voting</b>	<b>Present</b>
1	Interim Chair	[All names redacted]	Voting	X
2	SPH-OHSU		Voting	-
4	SPH-PSU		Voting	-
6	OHSU-Occupational Health		Voting	X

**Non-Voting Members Present:** N/A

**Ex-Officio Members Present:**

**Guests Present:**

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>
Welcome by Interim chair		
Confirmation minutes of the previous meeting was done via email		
CEPH self-study timeline	Discussed CEPH self-study week of April 25, 2022. [Redacted] will be attending meeting on April 26. One goal will be to glean better understanding on expectations on how much of our activities are expected to be led by school vs collaborating with other organizations.	
PWDC bylaws	Unaware of any formal approval.	

<p>PWDC membership</p>	<p>Waiting on bylaw approval. Have collected names of a few students and several faculty who might be interested in future. Would like to create list of potential members for when bylaws are passed.</p> <p>Suggested names:</p> <ul style="list-style-type: none"> <li>• [Redacted] — PSU</li> <li>• [Redacted] -OHSU</li> </ul> <p>Student Leadership Council is aware of our request for student members.</p>	<p><b>[Red.] to reach out to [Red. &amp; Red.] about committee membership.</b></p>
<p>Review professional workforce development activities</p>	<p>Reviewed progress on deliverables:</p> <p><u>Consultant hiring:</u> Shared update on interviews for consultant. It was mentioned that if consultants are already approved vendors it could make contracting easier. Otherwise, the group feels comfortable contracting with any of the three consultants who submitted proposals in order recommended.</p> <p><u>Coalition:</u> Held first meetings and developed a coalition charter.</p> <p><u>Online trainings:</u> Exploring what partners are doing and are there opportunities for technical assistance we could provide. Having conversations with NWCPHP.</p> <p><u>ECHOs:</u> Making good progress on assembling some experts for a Public Health Preceptor ECHO. Could launch in winter 2023. Requested guidance for audience and faculty for health equity ECHO. Some names were offered for additional brainstorming conversations: [Redacted names]</p>	<p><b>PWDC members please send recommendations for subject matter experts for health equity ECHO planning meetings.</b></p> <p><b>Implementation team will find out if consultants are already approved vendors and then proceed with contracting.</b></p> <p><b>Implementation team will continue to make progress toward deliverables.</b></p>
<p>Wrap up and next steps, next meeting</p>	<p>Discussed meeting again via zoom in both May and June to help guide summer preparation for fall activities.</p>	<p><b>Doodle poll will be sent within a week.</b></p>

**Meeting Closure**

The meeting concluded at 11:58 am