



# TILLAMOOK COUNTY BOARD OF COMMISSIONERS NOTICE OF MEETING AGENDAS

---

## BOARD OF COMMISSIONERS

**Erin D. Skaar**, Chair  
*eskaar@co.tillamook.or.us*

**Mary Faith Bell**, Vice-Chair  
*mfbell@co.tillamook.or.us*

**David Yamamoto**, Commissioner  
*dyamamoto@co.tillamook.or.us*

## CONTACT

Tillamook County Courthouse  
201 Laurel Avenue  
Tillamook, Oregon 97141  
503.842.3403  
[www.co.tillamook.or.us](http://www.co.tillamook.or.us)

---

## COMMUNITY UPDATE MEETING – CANCELLED

**Tuesday, December 26, 2023 at 8:00 a.m.**

*Teleconference and KTIL-FM at 95.9*

## BOARD MEETING

**Wednesday, December 27, 2023 at 9:00 a.m.**

**Board of Commissioners' Meeting Room 106**

*County Courthouse, Teleconference, and Live Video at [tctvonline.com](http://tctvonline.com)*

---

## AGENDA

### **MEETING – 2023-12-27 BOCC MEETING AUDIO.MP4**

**(Commissioners Skaar and Yamamoto attending remotely, Commissioner Bell acting Chair)**

CALL TO ORDER: Wednesday, December 27, 2023 9:00 a.m.

1. 02:04 Welcome & Request to Sign Guest List
2. 02:24 Pledge of Allegiance
3. ----- Public Comment: There were none.
4. 02:49 Non-Agenda Items:  
Big Trout/Miami Foley/Sandlake Road Updates/Chris Laity, Director, Public Works

### LEGISLATIVE – ADMINISTRATIVE

5. 13:12 Discussion and Consideration of an Order in the Matter of Declaring County-Owned Property as Surplus/Matt Kelly, Undersheriff  
  
A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed Order #23-084.
6. 16:30 Discussion and Consideration of a 2023-2025 Childrens' Advocacy Center Fund (CAC) State Grant Program Agreement with Tillamook Family Counseling Center for Child Abuse Forensic Interview Services in Tillamook County/Undersheriff Matt Kelly, Sheriff's Office  
  
A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed the agreement.
7. 20:03 Discussion and Consideration of a Memorandum of Understanding with Tillamook Family Counseling Center and Tillamook County Abuse Multi-Disciplinary Team Regarding the 2023-2025 Children's Advocacy Center Fund (CAC) State Grant Program/Undersheriff Matt Kelly, Sheriff's Office  
  
A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed the memorandum of understanding.
8. 21:43 Discussion and Consideration of an Out-of-State Travel Request for Anya Reeser to Attend the Northwest Public Health and Primary Care Leadership Institute in Seattle, Washington from 3/12-3/15/2024 and 9/17-9/20/2024/Irene Fitzgerald, Accounting Manager, Health and Human Services  
  
A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Chair signed the travel request.

9. 25:13 Discussion and Consideration of an Out-of-State Travel Request for Rochelle Phillips to Attend the Rural Health Network Grantee Meeting in Atlanta, Georgia from 2/27 – 2/29/2024/Irene Fitzgerald, Accounting Manager, Health and Human Services
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Chair signed the travel request.
10. 29:40 Discussion and Consideration of a Memorandum of Understanding with the YMCA for Access to the Fairgrounds' West Parking Lot/Camy VonSaggern, Fair Manager
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed the memorandum of understanding.
11. 40:22 Discussion and Consideration of a Prevailing Wage Rate Contract for Construction with Jimco Electrical Contracting Inc. for Construction Network Workstation Installation for the District Attorney Office Remodel Project/Jeff Underwood, Manager, Information Services
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed the contract.
12. 43:40 Discussion and Consideration of a Contract for Goods with CDW Government LLC for a Sophos Five-Year Antivirus License Subscription/Jeff Underwood, Manager, Information Services
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed the contract.
13. 46:35 Discussion and Consideration of an Order in the Matter of the Appointment of a Budget Officer for Tillamook County for Fiscal Year 2024-2025/Shawn Blanchard, Treasurer
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed Order #23-085.
14. 50:17 Discussion and Consideration of an Order in the Matter of the Appointment of the 4-H & Extension Service District Budget Officer/Shawn Blanchard, Treasurer
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed Order #23-086, 4-H & Ext #23-003.

15. 52:17 Discussion and Consideration of an Order in the Matter of the Appointment of the County Treasurer as the Solid Waste Service District Budget Officer/Shawn Blanchard, Treasurer
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed Order #23-087, SWSD #23-015.
16. 53:33 Discussion and Consideration of an Order in the Matter of Designating Liaison Responsibilities for the Tillamook County Board of Commissioners for 2024/William K. Sargent, County Counsel
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed Order #23-088.
17. 58:43 Discussion and Consideration of an Order in the Matter of the Appointment of the Chair and Vice-Chair to the Tillamook County Board of Commissioners for 2024/William K. Sargent, County Counsel
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed Order #23-091.
18. 1:02:33 Discussion and Consideration of an Order in the Matter of Adopting the Tillamook County Board of Commissioners Policies and Procedures/Rachel Hagerty, Chief of Staff
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed Order #23-089.
19. 1:07:50 Discussion and Consideration of an Order in the Matter of the Appointment and Reappointment of Members to the Tillamook County Tourism Advisory Committee (TAC)/Isabel Gilda, Executive Assistant, Board of Commissioners
- A motion was made by Commissioner Yamamoto and seconded by Chair Skaar. The motion passed with three aye votes. The Board signed Order #23-090.
20. Board Concerns:  
1:13:40 Farewell from Commissioner Yamamoto/Commissioner David Yamamoto  
1:15:05 Farewell to Commissioner Yamamoto/Commissioner Erin Skaar  
1:16:27 Farewell to Commissioner Yamamoto/Commissioner-Elect Doug Olson  
1:18:14 Farewell to Commissioner Yamamoto/County Counsel Bill Sargent  
1:19:24 Farewell to Commissioner Yamamoto/Commissioner Mary Faith Bell
21. 1:22:11 Board Announcements

**ADJOURN – 10:24 a.m.**

---

## JOIN THE BOARD OF COMMISSIONERS' MEETINGS

The board is committed to community participation and provides opportunity for public attendance during meetings via in-person and teleconference.

- **Community Update Meetings: Tuesdays at 8:00 a.m.**
  - Teleconference: Dial 971-254-3149, Conference ID: 736 023 979#
  - Radio: KTIL-FM at 95.9
  
- **Board Meetings: Wednesdays at 9:00 a.m.**
  - County Courthouse: Board of Commissioners' Meeting Room 106, 201 Laurel Avenue, Tillamook
  - Teleconference: Dial 971-254-3149, Conference ID: 736 023 979#
  - Live Video: [tctvonline.com](http://tctvonline.com)

---

## MEETING INFORMATION AND RULES

- Matters for discussion and consideration by the board shall be placed on an agenda prepared by the staff and approved by the board chair. Any commissioner may request items on the agenda.
- Public hearings are formal proceedings publicized through a special public notice issued to media and others. Public hearings held by the board are to provide the board an opportunity to hear from the public about a specific topic. Public hearings are therefore different regarding audience participation at board meetings.
- Commissioners shall be addressed by their title followed by their last name.
- Commissioners shall obtain approval from the chair before speaking or asking questions of staff, presenters, and public. As a courtesy, the chair shall allow an opportunity, by the commissioner who has the floor, to ask immediate follow-up questions.
- A majority of the board shall constitute a quorum and be necessary for the transaction of business.
- All board meeting notices are publicized in accordance with public meeting laws.
- All board meetings shall commence with the Pledge of Allegiance.
- The chair will utilize the gavel as needed to maintain order, commence and adjourn meetings, and signal approval of motions.
- The board reserves the right to recess to executive session as may be required at any time during these meetings, pursuant to ORS 192.660(1).
- The courthouse is accessible to persons with disabilities. If special accommodations are needed for persons with hearing visual, or manual impairments who wish to participate in the meeting, contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.

---

## **PUBLIC COMMENT**

- Providing public comment is an opportunity for constituents to be heard and express their views to the board.
- The board allows public comment at board meetings during the public comment period designated on the agenda.
- Comments are limited to one per person and per agenda item.
- Comments must be related to the agenda item(s) previously registered to comment on.
- The allotted time for public comments is two minutes per person; this time may not be allotted to another speaker. The chair may, at their sole discretion, further limit or expand the amount of time.
- The public comment opportunity is not a discussion, debate, or dialogue between the speaker and the board, which may or may not respond.
- Members of the public do not have the right to disrupt the meeting; the board may prohibit demonstrations such as booing, hissing, or clapping.
- Remarks containing hate speech, profanity, obscenity, name calling or personal attacks, defamation to a person, people, or organization, or other remarks the board deems inappropriate will not be allowed.
- Failure to follow all rules and procedures may result in not being able to provide public comment and/or being removed from the meeting.

### **In-Person Procedures**

- Sign in before the meeting begins and indicate your desire to provide public comment and which agenda item you would like to comment on. When your name is announced, please come forward to the table placed in front of the dais and for the record, first identify yourself, area of residence, and organization represented, if any.

### **Virtual Procedures**

- Register by sending an email to [publiccomments@co.tillamook.or.us](mailto:publiccomments@co.tillamook.or.us) by 12:00 p.m. on the Tuesday prior to the board meeting. The email must contain all of the following information:
  - Full name, area of residence, and phone number.
  - Agenda item(s), you wish to comment on.
- Once registered, and before the start of the meeting, board staff will email a Microsoft Teams meeting link.
- When logged in to the meeting you must remain muted with your camera off until your name is called, then you unmute and turn on your camera.
- The chair may require those providing virtual comment to turn on their camera while providing comment or testimony.

### **Written Procedures**

- Written comments may be mailed to 201 Laurel Avenue, Tillamook, Oregon 97141 or emailed to: [publiccomments@co.tillamook.or.us](mailto:publiccomments@co.tillamook.or.us).
- Written comments received by 12:00 p.m. on the Tuesday prior to the board meeting will be distributed to the board and posted online. All written comments submitted become part of the permanent public meeting record.

## AGENDA

### MEETING

CALL TO ORDER: Wednesday, December 27, 2023 9:00 a.m.

1. Welcome & Request to Sign Guest List
2. Pledge of Allegiance
3. Public Comment
4. Non-Agenda Items

### LEGISLATIVE – ADMINISTRATIVE

5. Discussion and Consideration of an Order in the Matter of Declaring County-Owned Property as Surplus/Matt Kelly, Undersheriff
6. Discussion and Consideration of a 2023-2025 Childrens' Advocacy Center Fund (CAC) State Grant Program Agreement with Tillamook Family Counseling Center for Child Abuse Forensic Interview Services in Tillamook County/Undersheriff Matt Kelly, Sheriff's Office
7. Discussion and Consideration of a Memorandum of Understanding with Tillamook Family Counseling Center and Tillamook County Abuse Multi-Disciplinary Team Regarding the 2023-2025 Children's Advocacy Center Fund (CAC) State Grant Program/Undersheriff Matt Kelly, Sheriff's Office
8. Discussion and Consideration of an Out-of-State Travel Request for Anya Reeser to Attend the Northwest Public Health and Primary Care Leadership Institute in Seattle, Washington from 3/12 – 3/15/2024 and 9/17 – 9/20/2024/Irene Fitzgerald, Accounting Manager, Health and Human Services
9. Discussion and Consideration of an Out-of-State Travel Request for Rochelle Phillips to Attend the Rural Health Network Grantee Meeting in Atlanta, Georgia from 2/27 – 2/29/2024/Irene Fitzgerald, Accounting Manager, Health and Human Services
10. Discussion and Consideration of a Memorandum of Understanding with the YMCA for Access to the Fairgrounds' West Parking Lot/Camy VonSaggern, Fair Manager
11. Discussion and Consideration of a Prevailing Wage Rate Contract with Jimco Electrical Contracting Inc. for Construction Network Workstation Installation for the District Attorney Office Remodel Project/Jeff Underwood, Manager, Information Services
12. Discussion and Consideration of a Contract for Goods with CDW Government LLC for a Sophos Five-Year Antivirus License Subscription/Jeff Underwood, Manager, Information Services
13. Discussion and Consideration of an Order in the Matter of the Appointment of a Budget Officer for Tillamook County for Fiscal Year 2024-2025/Shawn Blanchard, Treasurer

14. Discussion and Consideration of an Order in the Matter of the Appointment of the 4-H & Extension Service District Budget Officer/Shawn Blanchard, Treasurer
15. Discussion and Consideration of an Order in the Matter of the Appointment of the County Treasurer as the Solid Waste Service District Budget Officer/Shawn Blanchard, Treasurer
16. Discussion and Consideration of an Order in the Matter of Designating Liaison Responsibilities for the Tillamook County Board of Commissioners for 2024/William K. Sargent, County Counsel
17. Discussion and Consideration of an Order in the Matter of the Appointment of the Chair and Vice-Chair to the Tillamook County Board of Commissioners for 2024/William K. Sargent, County Counsel
18. Discussion and Consideration of an Order in the Matter of Adopting the Tillamook County Board of Commissioners Policies and Procedures/Rachel Hagerty, Chief of Staff
19. Consideration of an Order in the Matter of the Appointment and Reappointment of Members to the Tillamook County Tourism Advisory Committee (TAC)/Isabel Gilda, Executive Assistant, Board of Commissioners
20. Board Concerns
21. Board Announcements

## **ADJOURN**

### **OTHER MEETINGS AND ANNOUNCEMENTS**

**Christmas Eve** and **Christmas Day** are observed holidays for Tillamook County. All County offices in the courthouse will be **CLOSED** on **Monday, December 25, 2023** and **Tuesday, December 26, 2023**. In addition, the Tillamook County Library, administrative offices in the Jail and Justice Facility, Public Works Department, Community Development Department, Surveyor's Office, and the Health and Human Services Department and clinics will be closed. The State Circuit Court, located in the County Courthouse, will be **CLOSED** on **Monday, December 25, 2023**.

There is **NO** Community Update call scheduled for **Tuesday, December 26, 2023**.

There is **NO** Board Briefing scheduled for **Wednesday, December 27, 2023**.

The Board of Commissioners' Office is excited to announce the **December 29, 2023** launch of the commissioners' new agenda and meeting management system, CivicClerk. CivicClerk is an online platform that streamlines meeting workflow, creating, managing, and archiving agendas, minutes, and audio/video.

We will have a new meeting webpage on the commissioners' site that will function as a portal where all meeting information is easily searchable and accessible. Throughout January, a shortcut on the county's home page at [tillamookcounty.gov](http://tillamookcounty.gov) will aid in navigating to the new meeting webpage.



Our meetings will continue to be livestreamed, and starting December 29, you can join us by going online to [tillamookcounty.gov/bocc/page/meetings-agendas-minutes](http://tillamookcounty.gov/bocc/page/meetings-agendas-minutes). The teleconference number is 1-971-254-3149, Conference ID: 866 914 607#.

**New Year's Day** is an observed holiday for Tillamook County. All County offices in the courthouse will be **CLOSED** on **Monday, January 1, 2024**. In addition, the Tillamook County Library, administrative offices in the Jail and Justice Facility, Public Works Department, Community Development Department, Surveyor's Office, and the Health and Human Services Department and clinics will be closed. The State Circuit Court, located in the County Courthouse, will also be **CLOSED** on **Monday, January 1, 2024**.

The Commissioners will hold a Board Briefing on **Wednesday, January 3, 2024** at **2:00 p.m.** to discuss weekly Commissioner updates. The meeting will be held in the Board of Commissioners' Meeting Room 106 in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon. You can join us by going online to [tillamookcounty.gov/bocc/page/meetings-agendas-minutes](http://tillamookcounty.gov/bocc/page/meetings-agendas-minutes). The teleconference number is 1-971-254-3149, Conference ID: 866 914 607#.



# BOARD OF COMMISSIONERS' BOARD MEETING

## Wednesday, December 27, 2023

|                 | Present    | Absent     |                | Present    | Absent |
|-----------------|------------|------------|----------------|------------|--------|
| Erin Skaar      | _____      | ✓<br>_____ | Rachel Hagerty | ✓<br>_____ | _____  |
| Mary Faith Bell | ✓<br>_____ | _____      | Bill Sargent   | _____      | _____  |
| David Yamamoto  | ✓<br>_____ | _____      |                |            |        |

PLEASE PRINT

Name    Email or Address    Item of Interest

|                         |                                       |                           |
|-------------------------|---------------------------------------|---------------------------|
| <u>Kayla Six</u>        | <u>ksix@fillmorekymerca.org</u>       | <u>YMCA - Fairgrounds</u> |
| <u>Irene Fitzgerald</u> | <u>ifitzgerald@fillmorecounty.gov</u> | <u>HHS Travel</u>         |
| <u>Will Chappell</u>    | <u>headlight@countrymedia.net</u>     |                           |
| <u>Isabel Gilda</u>     |                                       |                           |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |
| _____                   | _____                                 | _____                     |

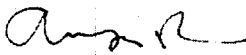
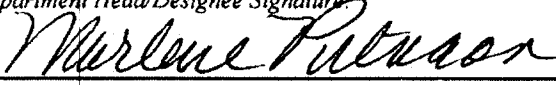

(Please use reverse if necessary)

PLEASE COMPLETE ALL SECTIONS IN YELLOW. WHERE DOLLAR AMOUNT DOES NOT APPLY LEAVE AT \$0.00  
THIS FORM IS FILLABLE. AMOUNTS & TOTALS WILL CALCULATE AUTOMATICALLY

**TILLAMOOK COUNTY TRAVEL AUTHORIZATION**

01/01/2023-12/31/2023

Please complete this form and obtain required signatures **before** traveling.

| 1. Name of Employee/Traveler: Anya Reeser   |                                       | 2. Date: 12/13/2023   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
|---|---------------------------------------|---|------------|-----------------------------|------------------------------|----------------------------------|---------------------------------------|--------------------|-------------------------|-----------------------|-------|-------|---------|---------|-------|-------|---------|--|--------------|--|------------|--|--|
| 3. Training Related/Conference (if yes, attach Agenda):<br><input checked="" type="radio"/> Yes <input type="radio"/> No  |                                       | 4. Airfare/Railfare:<br>Confirmation Number   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 5. Name of Conference or Training:<br>Northwest Public Health and Primary Care Leadership Institute   |                                       | 6. Conference/Training Cost:<br>\$ 2,200.00   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 7. Itinerary:<br>Destination (City, State): Seattle, WA<br><br>Est. Departure      Date: <u>3/12/2024 &amp; 9/17/2024</u> Time: 4pm<br><br>Est. Return      Date: <u>3/15/2024 &amp; 9/20/2024</u> Time: 5pm  |                                       | 8. Lodging Reservation Information:<br>Hotel Name: _____<br>Address: _____<br>Phone number: _____<br>Confirmation Number: _____   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 9. Miscellaneous Expenses:<br>(Identify Specific Expenses: Taxis, Shuttles, Etc.)<br>a. _____ c. _____<br>b. _____ d. _____   |                                       | 10. Lodging Rate:<br>Amount per Night:<br>Tax per Night:<br>Total per Night: \$ 0.00  |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 11. Meals: (Please CHECK which rate you are using in ONE box below)<br>Daily Meal Rate without receipts (See policy): <input type="checkbox"/><br>CONUS Rate with detailed receipts and accounting: <input type="checkbox"/><br><br>*Daily Rate: _____ *(Standard rate or City Conus Rate)<br><table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;"></th> <th style="width:15%;"># of Meals</th> <th style="width:15%;">x Rate</th> <th style="width:15%;">Total</th> </tr> </thead> <tbody> <tr> <td>Breakfast:</td> <td>_____</td> <td>_____</td> <td>\$ 0.00</td> </tr> <tr> <td>Lunch:</td> <td>_____</td> <td>_____</td> <td>\$ 0.00</td> </tr> <tr> <td>Dinner:</td> <td>_____</td> <td>_____</td> <td>\$ 0.00</td> </tr> <tr> <td></td> <td colspan="2">Total Meals:</td> <td>\$ \$ 0.00</td> </tr> </tbody> </table> |                                       |   | # of Meals | x Rate                      | Total                        | Breakfast:                       | _____                                 | _____              | \$ 0.00                 | Lunch:                | _____ | _____ | \$ 0.00 | Dinner: | _____ | _____ | \$ 0.00 |  | Total Meals: |  | \$ \$ 0.00 | Number of Nights:      x      _____<br>Total Lodging:      \$ 0.00 |  |
|   | # of Meals                            | x Rate  | Total      |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| Breakfast:  | _____                                 | _____   | \$ 0.00    |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| Lunch:  | _____                                 | _____   | \$ 0.00    |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| Dinner:   | _____                                 | _____   | \$ 0.00    |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
|   | Total Meals:                          |   | \$ \$ 0.00 |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 13. Personal Car Miles<br>Total miles round trip:      x      0.655      \$      \$ 0.00  |                                       | 12. Cost of Trip:<br>Airfare/Railfare:      \$ 0.00<br>Lodging:      \$ 0.00<br>Meal Per Diem:      \$ 0.00<br>Personal Car Miles:      \$ 0.00<br>Training/Conference Cost:      \$ 2,200.00<br>Miscellaneous:      \$ 0.00<br>Total Not To Exceed:      \$ 2,200.00 |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 14. Purpose of Trip (Be Specific):<br>Please see attached information sheet and additional documents related to the Leadership Institute.   |                                       |   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 15. Approved for Payment:<br><table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">Meal Per Diem:      \$ 0.00</td> <td style="width:50%;">Transportation:      \$ 0.00</td> </tr> <tr> <td>Personal Car Miles:      \$ 0.00</td> <td>Training/Conference:      \$ 2,200.00</td> </tr> <tr> <td>Misc:      \$ 0.00</td> <td>Total:      \$ 2,200.00</td> </tr> <tr> <td>Lodging:      \$ 0.00</td> <td></td> </tr> </table>  |                                       |   |            | Meal Per Diem:      \$ 0.00 | Transportation:      \$ 0.00 | Personal Car Miles:      \$ 0.00 | Training/Conference:      \$ 2,200.00 | Misc:      \$ 0.00 | Total:      \$ 2,200.00 | Lodging:      \$ 0.00 |       |       |         |         |       |       |         |  |              |  |            |  |  |
| Meal Per Diem:      \$ 0.00   | Transportation:      \$ 0.00          |   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| Personal Car Miles:      \$ 0.00  | Training/Conference:      \$ 2,200.00 |   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| Misc:      \$ 0.00  | Total:      \$ 2,200.00               |   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| Lodging:      \$ 0.00   |                                       |   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 16. Employee/Traveler Signature:<br>   |                                       | Date:<br>12/15/2023   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 17. Department Head/Designee Signature:<br>  |                                       | Date:<br>12/15/2023   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |
| 18. Board of Commissioner's Signature (Required for Out-Of-State)<br>  |                                       | Date:<br>12 27 23 <small>Rev. 1/17/23</small>   |            |                             |                              |                                  |                                       |                    |                         |                       |       |       |         |         |       |       |         |  |              |  |            |  |  |

## Information Related to Request for Tuition Cost: Northwest PH & PC Leadership Institute

Anya Reeser was accepted to be a scholar in the 2024 cohort of the Northwest Public Health and Primary Care Leadership Institute hosted by the Northwest Center for Public Health Practice (NWCPHP) and the Northwest Regional Primary Care Association (NWRPCA).

The schedule for the Leadership Institute includes:

- Orientation Webinar February 2024
- In-person sessions March 13-15, September 18-20 (Seattle)
- Monthly virtual sessions 3<sup>rd</sup> Wednesday of each month, 9-11am

\*Note: Travel arrangements for in-person sessions will be made at a later date (discounted accommodation rates and use of a county vehicle are expected and will be submitted under an additional Appendix B).

### About the Leadership Institute:

Centering health equity to promote healthy communities, the Northwest Public Health and Primary Care Leadership Institute creates cross-sector communities of practice and develops participant competencies in the following areas specific to Community Health Centers and FQHCs:

- Population Health and Health Equity
- Systems Thinking
- Leadership and Change Management
- Healthcare Transformation and System Integration

The Leadership Institute offers participants a unique opportunity to enhance their career and amplify their impact. Scholars who complete the program will build skills in the following areas: community engagement, managing inter-operational organizational relationships, health equity and cultural humility, understanding and using data effectively, leading teams of diverse and competent staff and stakeholders, and adaptive leadership.

This learning opportunity will contribute to necessary skill development toward more effective and relevant operations leadership in the Tillamook County Community Health Centers.

### Additional Attachments:

- Acceptance letter
- Example agenda for in-person sessions (based on 2023 Leadership Institute Cohort)

# Northwest Public Health & Primary Care Leadership Institute

November 13, 2023

Dear Anya,

## Welcome to the 2024 Northwest Public Health & Primary Care Leadership Institute!

We have reviewed your application and are delighted to inform you that you have been selected for the 2024 Northwest Public Health & Primary Care Leadership Institute, offered by the Northwest Center for Public Health Practice (NWCPHP) and the Northwest Regional Primary Care Association (NWRPCA). We have an impressive cohort of incoming scholars for this year's program and are writing to congratulate you and provide you with important details to help you plan for your time as a scholar.

Please let us know by **November 30, 2023**, if you accept your participation in the Leadership Institute by emailing Nikki Dettmar, NWCPHP Program Manager, at [snydern@uw.edu](mailto:snydern@uw.edu) since we have a waitlist for the program. She will confirm receipt of your acceptance when received.

## Program Schedule and Participation

The institute begins with an **orientation webinar**, to be scheduled in **February 2024**. There are two planned in-person sessions scheduled in Seattle, WA on **March 13-15**, and **September 18-20**. In addition, there are **monthly virtual sessions on the 3<sup>rd</sup> Wednesday of the month from 9:00 – 11:00 am (Pacific Time) in April – August**. We may modify the in-person sessions to align with travel and any other public health guidelines that are applicable at the time. Participation in the full duration of all sessions is required as part of the program.

By accepting to be a part of the Leadership Institute, you acknowledge that your name and likeness may be used on websites, recordings, and other documents publicizing the institute and/or your participation.

## Program Curriculum

The 2024 Public Health & Primary Care Leadership Institute, which centers health equity as a shared goal of both public health and primary care, provides a unique opportunity to expand your skillset and leadership development as you work with peers on new models of care to drive sustainable improvement in the health of individuals, communities, and populations. The Leadership Institute curriculum combines individual and team-based learning experiences, including presentations, panels, discussions, a personal development plan, a leadership project, problem-based learning (PBL), activities, webinars, and related assignments.

## Scholarship and Tuition Payment

We are delighted to notify you that you have been awarded a scholarship in the amount of \$1,500 for tuition costs. Payment of \$2,200 is due in full **January 5, 2024** and you will receive an invoice soon after your acceptance confirmation. Payments or payment arrangements must be received or communicated by **Friday, December 15, 2023**. Cancellations must be in writing (email is fine) and must be received by NWRPCA on or before Friday, January 19, 2024. Scholars understand that if their cancellation is received after Friday, January 19, or if they do not attend scheduled in-person and virtual sessions, they will not receive a refund.

## Northwest Public Health & Primary Care Leadership Institute

Please note: All scholars are responsible for their own travel expenses to and from the planned in-person sessions as well as the costs associated with boarding, and the distance learning activities (e.g., long distance phone charges, Internet access fees).

Please contact **Sheryl Brannon**, at [ETDirector@nwrpca.org](mailto:ETDirector@nwrpca.org) <mailto:erademacher@nwrpca.org> regarding any questions relating to payments.

### Other Preparation

You may want to start thinking about a **leadership project** you wish to take on that is related to your current position and that will be a fulfilling challenge. We will discuss this more at our first session in March.

Among many other strong facets of the institute, scholars especially appreciate building connections and deep bonds with other participants and learning to approach public health and primary care from a health equity and social justice framework. To that end, we ask you to think about how best you can contribute to and learn from an environment focused on equity, justice, peer support, and collaborative learning. Please contact us if you would like to discuss this more.

### Contacts

We hope that you will contact us with any questions or concerns you have during the Institute.

To better route your query, below is contact information for key Institute administrative staff:

**Nikki Dettmar**, NWCPCP Program Manager, is happy to answer any questions you might have about the overall Institute coursework, Institute faculty, and any other programmatic or curriculum content questions you might have. Contact: [snydern@uw.edu](mailto:snydern@uw.edu)

**Sheryl Brannon**, NWRPCA Interim Director of Education and Training, is the go-to person if you have questions about payment for the Institute. Contact: [ETDirector@nwrpca.org](mailto:ETDirector@nwrpca.org)

We hope that your time in the Institute is transformative and career-enhancing. Please feel free to contact the Institute staff if you have any questions or concerns.

Best regards,



Antoinette Angulo, MPH

Leadership Institute Program Director

## 2023 Leadership Institute Agenda

Session 1, Day 1 - Wednesday, March 15, 2023

|                                    |  |
|------------------------------------|--|
| 8:15– 9:00 am                      | <b>Registration and Light Breakfast</b><br>Courtyard Seattle/Downtown Lake Union, 925 Westlake Ave N, Seattle  |
| 9:00 – 9:30 am                     | <b>Welcome and Introductions</b><br>Bruce Gray, CEO, Northwest Regional Primary Care Association<br>Antoinette Angulo, Program Director, and Program Faculty                                 |
| 9:30 – 10:30 am                    | <b>Liberating Structures Activity: Getting to Know One Another</b><br>Nikki Dettmar, Northwest Center for Public Health Practice   |
| 10:30 – 10:45 am                   | <b>Break</b>   |
| 10:45 – 12:00 pm                   | <b>Presentation: Population Health, Public Health, Primary Care</b><br><i>Learning Objectives B4, C8</i><br>Antoinette Angulo, Program Director  |
| 12:00 – 1:00 pm                    | <b>Lunch</b>   |
| 1:00 – 2:00 pm                     | <b>Introduction to Adaptive Leadership</b><br><i>Learning Objectives A1, A3</i><br>James Fausto, Medical Director of Palliative Care, UW Medicine  |
| 2:00 – 2:15 pm                     | <b>Introduction to Problem-Based Learning (PBL)</b><br>Antoinette Angulo, Program Director   |
| 2:15 – 2:30 pm                     | <b>Break</b>   |
| 2:30 – 4:30 pm<br><br>(with break) | <b>Problem Based Learning, Case 1</b><br><i>Learning Objectives A1, A3, B4, B7, C8, C10, C11</i><br>Yolanda Fong, Jennifer Jones-Vanderleest, Nicole Sadow-Hasenberg<br>Faculty Facilitators |



## 2023 Leadership Institute Agenda

Session 1, Day 2 – Thursday, March 16, 2023

|                  |   |
|------------------|---|
| 8:15 – 9:00 am   | <b>Light Breakfast</b><br>Courtyard Seattle/Downtown Lake Union, 925 Westlake Ave N, Seattle  |
| 9:00 – 10:00 am  | <b>Public Health and Primary Care: Synergizing to Improve Health Equity and Community Health</b><br><i>Learning Objectives A1, B4, C8, C10</i><br>Patty Hayes, Board Member, WA State Board of Health<br>Esther Lucero, President & CEO, Seattle Indian Health Board<br>Carolina Lucero, Faculty Mentor & Retired SVP Sea Mar CHC<br>Moderator: Seth Doyle, Northwest Regional Primary Care Association |
| 10:00 – 10:15 am | <b>Break</b>  |
| 10:15 – 11:15 am | <b>Positionality Workshop</b><br><i>Learning Objectives A3, B4</i><br>Kendra Liljenquist, Assistant Professor of Pediatrics, UW School of Medicine  |
| 11:15 – 12:00 pm | <b>Systems Thinking Lecture &amp; Thinking Exercises (Part 1)</b><br><i>Learning Objectives C8, C9, C11</i><br>Gary Goldbaum, Faculty Mentor  |
| 12:00 – 1:00 pm  | <b>Lunch</b>  |
| 1:00 – 2:00 pm   | <b>Systems Thinking Lecture &amp; Thinking Exercises (Part 2)</b><br><i>Learning Objectives C8, C9, C11</i><br>Gary Goldbaum, Faculty Mentor  |
| 2:00 – 2:15 pm   | <b>Break</b>  |
| 2:15 – 3:30 pm   | <b>Personal Development Plan (PDP)</b><br>Gary Goldbaum & Carolina Lucero, Faculty Mentors  |
| 3:30 – 3:45 pm   | <b>Break</b>  |
| 3:45 – 4:30 pm   | <b>Leadership Project Orientation</b><br><i>Learning Objectives A1, C11</i><br>Gary Goldbaum & Carolina Lucero, Faculty Mentors   |

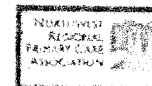
## 2023 Leadership Institute Agenda

Session 1, Day 3 – Friday, March 17, 2023

|                  |   |
|------------------|---|
| 8:15– 9:00 am    | <b>Light Breakfast</b><br>Courtyard Seattle/Downtown Lake Union, 925 Westlake Ave N, Seattle  |
| 9:00 – 10:00 am  | <b>Applying an Anti-Racism Framework to Advance Health Equity in Primary Care &amp; Public Health</b><br><i>Learning Objectives A3, B4, B6, B7</i><br>Hallie Pritchett, Operations Manager, Center for Anti-Racism and Community Health; 2021 Leadership Institute Alumna |
| 10:00 – 10:15 am | <b>Break</b>  |
| 10:15 – 12:00 pm | <b>Debrief from Panel Discussion, PBL Case 1 continued</b><br>Yolanda Fong, Jennifer Jones-Vanderleest, Nicole Sadow-Hasenberg<br>Faculty Facilitators  |
| 12:00 – 1:00 pm  | <b>Lunch</b>  |
| 1:00 – 1:15 pm   | <b>Introduction to Critical Friends Group (CFG)</b><br><i>Learning Objective D15</i><br>Antoinette Angulo, Program Director   |
| 1:15 – 2:30 pm   | <b>Critical Friends Group (CFG) Discussion</b><br><i>Learning Objective D15</i><br>Yolanda Fong, Jennifer Jones-Vanderleest, Nicole Sadow-Hasenberg<br>Faculty Facilitators   |
| (with break)     |   |
| 2:30 – 3:00 pm   | <b>Debrief</b><br>Antoinette Angulo, Program Director   |

A collaborative program from

**Northwest Center**  
FOR PUBLIC HEALTH EQUITY

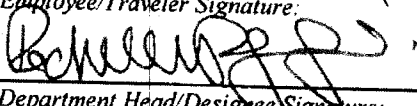
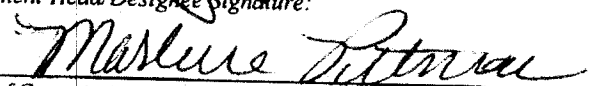
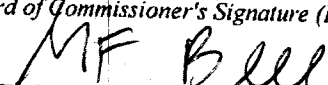


PLEASE COMPLETE ALL SECTIONS IN YELLOW. WHERE DOLLAR AMOUNT DOES NOT APPLY LEAVE AT \$0.00  
THIS FORM IS FILLABLE. AMOUNTS & TOTALS WILL CALCULATE AUTOMATICALLY

TILLAMOOK COUNTY TRAVEL AUTHORIZATION

01/01/2023-12/31/2023

Please complete this form and obtain required signatures *before* traveling.

|   |  |  |  |
|---|--|--|--|
| 1. Name of Employee/Traveler: Rochelle Phillips   |  | 2. Date: 12/11/2023  |  |
| 3. Training Related/Conference (if yes, attach Agenda):<br><input checked="" type="radio"/> Yes <input type="radio"/> No  |  | 4. Airfare/Railfare:<br><b>\$ 566.40</b> Confirmation Number:  |  |
| 5. Name of Conference or Training:<br>Rural Health Network Grantee Meeting 2/28-2/29/24   |  | 6. Conference/Training Cost:   |  |
| 7. Itinerary:<br>Destination (City, State): Atlanta, Georgia  |  | 8. Lodging Reservation Information:<br>Hotel Name: Ellis Hotel<br>Address: 176 Peachtree St NW<br>Atlanta, Georgia<br>Phone number: 404-523-5155<br>Confirmation Number: |  |
| Est. Departure      Date: <u>2/27/23</u> Time: 5:30 am <input type="checkbox"/>   |  |  |  |
| Est. Return      Date: <u>2/29/23</u> Time: 11:00 pm <input type="checkbox"/>   |  |  |  |
| 9. Miscellaneous Expenses:<br>(Identify Specific Expenses: Taxis, Shuttles, Etc.)   |  | 10. Lodging Rate:  |  |
| a. additional fees, taxis      \$ 200.00      c. _____  |  | Amount per Night:      \$ 179.00   |  |
| b. _____      d. _____  |  | Tax per Night:      \$ 59.17   |  |
|   |  | Total per Night:      \$ 238.17  |  |
| 11. Meals: (Please CHECK which rate you are using in ONE box below)   |  | Number of Nights:      x      2  |  |
| Daily Meal Rate without receipts (See policy): <input type="checkbox"/> 59  |  | <b>Total Lodging:</b> \$ 476.34  |  |
| CONUS Rate with detailed receipts and accounting: <input type="checkbox"/>  |  |  |  |
| *Daily Rate:      \$ 59.00      *(Standard rate or City Conus Rate)   |  | 12. Cost of Trip:  |  |
|   |  | Airfare/Railfare:      \$ 566.40   |  |
|   |  | Lodging:      \$ 476.34  |  |
|   |  | Meal Per Diem:      \$ 177.00  |  |
|   |  | Personal Car Miles:      \$ 0.00   |  |
|   |  | Training/Conference Cost:      \$ 0.00   |  |
|   |  | Miscellaneous:      \$ 200.00  |  |
|   |  | <b>Total Not To Exceed:</b> \$ 1,419.74  |  |
| 13. Personal Car Miles  |  |  |  |
| Total miles round trip:      x 0.655      \$      \$ 0.00   |  |  |  |
| 14. Purpose of Trip (Be Specific):<br>Attend a required in-person meeting for the Rural Health Network Planning Grantee Meeting sponsored by the Federal Office of Rural Health Policy.<br>*Taking County Car - No Appendix D      **Meals - Dietary Restrictions |  |  |  |
| 15. Approved for Payment:   |  |  |  |
| Meal Per Diem:      \$ 177.00   |  | Transportation:      \$ 566.40   |  |
| Personal Car Miles:      \$ 0.00  |  | Training/Conference:      \$ 0.00  |  |
| Misc:      \$ 200.00  |  | <b>Total</b> \$ 1,419.74   |  |
| Lodging:      \$ 476.34   |  |  |  |
| 16. Employee/Traveler Signature:<br>   |  | Date:<br>12/20/23  |  |
| 17. Department Head/Designee Signature:<br>  |  | Date:<br>12/20/2023  |  |
| 18. Board of Commissioner's Signature (Required for Out-Of-State):<br>   |  | Date:<br>12 27 23 Rev. 1/17/23   |  |

## Roundtrip flight

1 ticket: 1 adult

Portland (PDX) to Atlanta (ATL)

**Feb 27, 2024**

9:10am - 7:21pm (7h 11m)

1h 31m stop in DFW

Alaska Airlines 392

Alaska Airlines 6136 operated by /AMERICAN AIRLINES

Atlanta (ATL) to Portland (PDX)

**Feb 29, 2024**

4:45pm - 7:12pm (5h 27m)

Delta 503

### Your price summary

- Traveler 1: Adult\$547.10

Expedia Booking Fee\$9.45

**Total: \$556.55**

# Leap into Collaboration RHND Planning Grantee Meeting February 28-29, 2024

Georgia State University Law School |  
85 Park Place | Atlanta, GA 30303

## Meeting Agenda

**Over the 1.5 day meeting, attendees will:**

- Have opportunities to connect with other network planning grantees
- Hear from subject matter experts on relevant topics, including: collaboration/partnership development, emerging issues in rural health, sustainability, leadership development, etc
- Meet FORHP Project Officer and TA Coaches

The meeting will feature a combination of small group peer interactions, skills-building workshops and topic-focused breakout sessions.

The conference will begin on February 28 at 9:00 am and will end at 1:00 pm on February 29th. Please ensure your travel arrangements allow your participation in the full conference.

## **Anna Mitchell**

---

**From:** Rockie Phillips  
**Sent:** Tuesday, December 12, 2023 9:53 AM  
**To:** Anna Mitchell  
**Subject:** RE: Upcoming Out of State Travel

Link to an agenda for the meeting: [RHND Planning Grantee Meeting | MyEvent](#)

Rockie

\*\*\*Please note that my email has changed to [Rockie.Phillips@tillamookcounty.gov](mailto:Rockie.Phillips@tillamookcounty.gov). Please update your contact information as needed. \*\*\*

**Rochelle (Rockie) Phillips, RN, BSN**  
**Public Health Deputy Director**

TILLAMOOK COUNTY | Public Health

801 Pacific Ave

Tillamook, OR 97141

Phone (503) 842-3931

Mobile (503) 812-2247

[Rockie.Phillips@tillamookcounty.gov](mailto:Rockie.Phillips@tillamookcounty.gov)

This e-mail is a public record of Tillamook County and is subject to the State of Oregon Retention Schedule and may be subject to public disclosure under the Oregon Public Records Law. This e-mail, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, please send a reply e-mail to let the sender know of the error and destroy all copies of the original message.

**From:** Rockie Phillips  
**Sent:** Monday, December 11, 2023 3:12 PM  
**To:** Anna Mitchell <[Anna.Mitchell@tillamookcounty.gov](mailto:Anna.Mitchell@tillamookcounty.gov)>  
**Subject:** RE: Upcoming Out of State Travel

These flights are not terrible, the return flight is good. There are no great options for the departing flight, this one seemed to be the least awful. If the departing flight from PDX is earlier than 10am I would need to stay in PDX the night before. I can leave a car at the airport. The flight leaving Atlanta can't be before 3:30pm.

**Portland to Atlanta**

9:10am - 7:21pm (7h 11m, 1 stop) 9:10am through 7:21pm (7h 11m, 1 stop)

Alaska Airlines • Tue, Feb 27

Departure

9:10am - Portland 9:10am from Portland

Portland Intl. (PDX)

3h 40m flight

Alaska Airlines 392

Arrival

2:50pm - Dallas 2:50pm to Dallas

Dallas-Fort Worth Intl. (DFW)

Layover: 1h 31m in Dallas

Departure

4:21pm - Dallas 4:21pm from Dallas

Dallas-Fort Worth Intl. (DFW)

2h flight

Alaska Airlines 6136

Arrival

7:21pm - Atlanta 7:21pm to Atlanta

Hartsfield-Jackson Atlanta Intl. (ATL)

---

Departure

4:45pm - Atlanta 4:45pm from Atlanta

Hartsfield-Jackson Atlanta Intl. (ATL)

5h 31m flight

Delta 503

Arrival

7:16pm - Portland 7:16pm to Portland

Portland Intl. (PDX)

Rockie

\*\*\*Please note that my email has changed to [Rockie.Phillips@tillamookcounty.gov](mailto:Rockie.Phillips@tillamookcounty.gov) Please update your contact information as needed. \*\*\*

**Rochelle (Rockie) Phillips, RN, BSN**  
**Public Health Deputy Director**

# Ellis Hotel, Atlanta, A Tribute Portfolio Hotel

📍 📞 \* 67 (326)

Edit Stay Details

STAY DATES (2 NIGHT(S))

Tue, Feb 27, 2024 - Thu, Feb 29, 2024

ROOMS & GUESTS

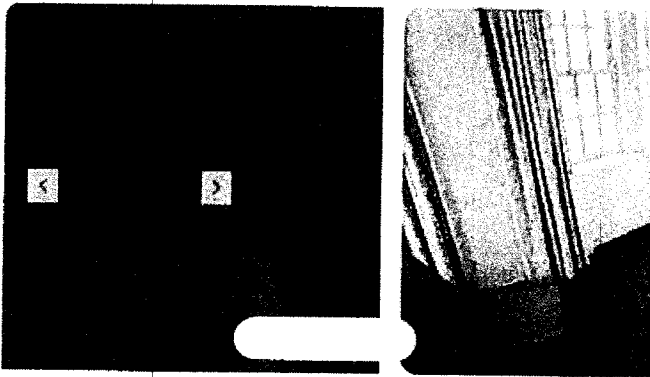
1 Room, 1 Guest ▾

## Select a Room and Rate

🦿 You can request an accessible room when reviewing your reservation.

1 Available Room

Show with taxes and fees



### Deluxe, Guest room, 1 King

Room Details

### NETWORK PLANNING GRA

Rate Details

**179** USD Avg/Night

358 Total Per Room

Details

🌐 English

© 1996 - 2023 Marriott International, Inc. All rights reserved. Marriott Proprietary Information

[Tracking Preferences](#) [Career](#) [Terms of Use](#) [Program Terms & Conditions](#)

[Privacy Center](#) [Your Privacy Rights](#) [Digital Accessibility](#) [Site Map](#) [Help](#)





USD(\$) - 1-646-738-4876

Flight & Traveler Details

Seats

Review & Book

## Flight Details

Book now with our **Price Match Promise** <sup>Ⓢ</sup> and 24 hours cancellation, for a fee. <sup>Ⓢ</sup>

### Portland to Atlanta Hartsfield Jackson International Airport - Tue, Feb 27

Travel time: 6h 46m With 1 stop

**1:07 pm      4:40 pm**

PDX (Portland) - DEN (Denver)

Flight time: 2h 33m



**United  
Airlines**

Flight 1942 - Aircraft 320

Cabin: Coach

Brand Name: Basic Economy

<sup>Ⓢ</sup> Stop 1 : 1h 17m in DEN (Denver)

**5:57 pm      10:53 pm**

DEN (Denver) - ATL (Atlanta Hartsfield Jackson International Airport)

Flight time: 2h 56m



**United  
Airlines**

Flight 1305 - Aircraft 319

Cabin: Coach

Brand Name: Basic Economy

Fare Rules

### Atlanta Hartsfield Jackson International Airport to Portland - Thu, Feb 29

Travel time: 7h 30m With 1 stop

**4:20 pm      5:57 pm**



USD(\$) \* 1-646-738-4876



**United Airlines**

Flight 235 - Aircraft 320

**Cabin:** Coach

**Brand Name:** Basic Economy

🕒 **Stop 1** : 1h 3m in **DEN** (Denver)

**7:00 pm**      **8:50 pm**

**DEN** (Denver) - **PDX** (Portland)

**Flight time:** 2h 50m



**United Airlines**

Flight 498 - Aircraft 320

**Cabin:** Coach

**Brand Name:** Basic Economy

[Fare Rules](#)



## Baggage Information (per person)

Round Trip **PDX** ⇌ **ATL**

United Airlines | Cabin: Coach | Brand Name: Basic Economy



**Personal Item**

Purse, small backpack, briefcase

✓ Included



**Carry-on bag**

× Not Included



**Checked bag**

× Not Included

[United Airlines Baggage Policy](#)



## Travel Protection

Reasons you might need travel protection



USD(\$)  
1-646-738-4876

- ✓ Inclement weather
- ✓ Mechanical issues
- ✓ Travel delay
- ✓ Trip interruption
- ✓ Airline bankruptcy

**\$41<sup>.95</sup>**  
per person

[View Plan Details and Important Disclaimers](#)  
[\(Non-insurance services and assistance fees](#)  
[included in the total travel protection plan](#)  
[cost\). Terms and Conditions Apply.](#)

Add Travel Protection

## Traveler Details

Already a ClubMiles member? [Sign In](#)

Please enter the traveler's name and date of birth exactly as shown on the passport (for international flights) or valid government-issued photo ID (for domestic flights) to be used on this trip. Name changes are not permitted after booking.

Email Address\*

Send me travel deals, offers, coupons, fare alerts and other messages.

### Traveler 1: Adult

First Name\*

Middle Name



Last Name\*

Date of birth\*

Gender\*

Month ▼ DD YYYY

Male  Female



USD(\$) ▾ 1-646-738-4876

## Continue to Seats

### [+] Your Privacy Choices

‡ Subject to CheapOair [Service Fees](#) and [Post-ticketing Fees](#). See CheapOair's [Cookie Policy](#).

© 2006-2023 Fareportal, Inc. All rights reserved.

California: CST #2073455, Florida: ST37449, Iowa: SOT #967, Nevada: SOT #2007-1137, Washington: WASOT #602755832  
(Affiliate DBA of Travelong, Inc.)

**Anna Mitchell**

---

**From:** Osian, Nkemakolem (HRSA) <nosian@hrsa.gov>  
**Sent:** Monday, December 11, 2023 2:05 PM  
**To:** Lisa Angus; Ronconi-Raplee, Cynthia; kelli.baron-cadiz@wmchealth.org; isaacsse@appstate.edu; nate.blackford@mymhc.com; davin.turner@mymhc.com; katie.dias@mymhc.com; Andrew Solomon; dlouder@mcd.org; Kailyn Mock; Wanda McCarthy; Natalie Claiborne; Andy Chosa; Katrina Keough; TLaPlaunt@uphcs.org; edana@wabanakiphw.org; jennifer.narron@providence.org; amyb@clatsopbh.org; andersonp@thirdstreetfamily.org; michele.snyders@sdaho.org; Tammy Hatting; drewh@triviumlifeservices.org; Howard Chapman; James Werth; Penkoff, Katie B; Michelle Mills; evuksta@coruralhealth.org; peggy@kvfish.org; Sherry Lea; Felisha Richards; research.institute@bassett.org; reedt@otsegocounty.com; Zhuang, Carey (HRSA); Gibson, Michele (HRSA); Amanda P. Martinez; Catherine Liemohn; Kenna Ho; Amber Nicole Jefferson; Beverly Tyler; Karen Wakeford; Margaret Snell; Megan.devorss@mymhc.com; Diana Bianco; jackie@salemcommunitycenter.org; linda.bahrke@asselgrantsservices.com; sduffy@wabanakiphw.org; Marbin Delgado; Saige Purser; Deborah Gauck; Gibb, Bonita; jackie.cochenour@mymhc.com; Kathrine Glueckert; Beverly Tyler; Beverly A Tyler; Kenna Ho; Amber Nicole Jefferson; Catherine Liemohn; Amanda P. Martinez; Mastel, Krista (HRSA); Sasidharen, Aishwarya (HRSA); Karen Wakeford; Justin Oyler (NCCHCA); Jacob Parks; Melissa House; Cori LaPlant; Belinda Fletcher; Wilson-Raymond Kim B; Chloe Williams; Kelly Sather; Tanesha Slocumb; Amy McVeety; Shelby Porter; Jenck,Michelle; Rodney Hummer; Karissa Morris; Kathy Cook; jessica.schmit@windomareahealth.org; emily.masters@windomareahealth.org; brenda.muller@windomareahealth.org; cjohnston@kh.org; jonnathan.busko@sjhhealth.com; ahoover@nescmn.net; Conway, Pat G.; Frazier, Yvonne H - frazieyh; Rockie Phillips; Lisa Pitzer; Tom Monroe; Reesa Vanhooser; amanda\_mckee@gibsonhospital.org; Kendal Carswell; Garen Carpenter; Ashley Moyer; nelmore@montanahealthnetwork.com; katherine.tucker@monroehospital.org; kathy@kjsmith.biz; camille@wlfea.org; Motenthomas, Joy; Megan.Randall@monroehospital.org; stephanie.mayfield@bhsu.edu; annette.hill@bhsu.edu; hhe@halyhicksevaluations.com; Dave Iverson; Mabry, Jennifer; TamaraSmith@IamMorrison.com; ArleniaLeeLee@IamMorrison.com; pmtrd@foodfitnessfirst.com; NGaither@mg-rc.org; Dave Iverson  
**Subject:** EXTERNAL: Hotel room block and registration open for the RHND Planning grantee conference

[NOTICE: This message originated outside of Tillamook County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

**Leap into Collaboration**  
RHND Planning Grantee Meeting  
February 28-29, 2024  
Georgia State University Law School | 85 Park Place | Atlanta, GA 30303

Hello Network Planning Grantees,

We are excited to host you in Atlanta for the RHND Planning Grantee Meeting: Leap into Collaboration on February 28-29<sup>th</sup>, 2024.

If you have not yet registered for the grantee meeting, you can do so here. Each grantee network can send up to two people to the conference.

The Ellis Hotel has confirmed a block of rooms for our meeting at a discounted rate of \$179/night. The hotel is located just a 3-minute walk from the College of Law Conference Center where we will be meeting.

You can reserve your room here. Please note: **The deadline for reserving a room under the "Network Planning Grantee Meeting" discounted rate is Monday, January 15, 2024.** We cannot guarantee the discounted rate after that time.

This one-and-a-half-day conference is sponsored by the **Federal Office of Rural Health Policy** and hosted by your TA team from the Georgia Health Policy Center/CRL Consulting. The conference is an opportunity to connect with other rural health leaders, your TA team and FORHP staff.

Two people from your FORHP-funded project may attend. Please plan to be present from **9:00AM ET on Wednesday, February 28 through 1:00 pm ET on February 29, 2023**. When making your return trip arrangements, we suggest that you plan to fly out of Atlanta Hartsfield Jackson Airport at 3:30 pm ET or after to ensure you have ample time to get to your gate.

Questions? Please reach out to your TA Coach. Looking forward to seeing you in Atlanta!

Regards

**Nkem Osian, MPH**  
Public Health Analyst  
Community-Based Division  
Federal Office of Rural Health Policy  
Phone: 301-443-2751



## Anna Mitchell

---

**From:** Rockie Phillips  
**Sent:** Monday, December 11, 2023 2:59 PM  
**To:** Anna Mitchell  
**Cc:** Marlene Putman; Maia A. Vanspeybrock  
**Subject:** Upcoming Out of State Travel  
**Attachments:** Atlanta 2-2024.pdf; EXTERNAL: Hotel room block and registration open for the RHND Planning grantee conference

Hello Anna,

I know this still needs signatures, but I figured we need to add in the flight costs and such first. I wanted to get this to you as soon as possible because I know out of state arrangements take extra time. The attached email has details on the hotel and suggestions for the flight.

We don't have an agenda for the meeting but Maia can pull the wording for you or reference the page that states we're required to go to this meeting. I know you'll need something for when it goes to the commissioners for approval.

Thank you,

Rockie

\*\*\*Please note that my email has changed to [Rockie.Phillips@tillamookcounty.gov](mailto:Rockie.Phillips@tillamookcounty.gov) Please update your contact information as needed. \*\*\*

**Rochelle (Rockie) Phillips, RN, BSN**

**Public Health Deputy Director**

TILLAMOOK COUNTY | Public Health

801 Pacific Ave

Tillamook, OR 97141

Phone (503) 842-3931

Mobile (503) 812-2247

[Rockie.Phillips@tillamookcounty.gov](mailto:Rockie.Phillips@tillamookcounty.gov)

This e-mail is a public record of Tillamook County and is subject to the State of Oregon Retention Schedule and may be subject to public disclosure under the Oregon Public Records Law. This e-mail, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, please send a reply e-mail to let the sender know of the error and destroy all copies of the original message.