
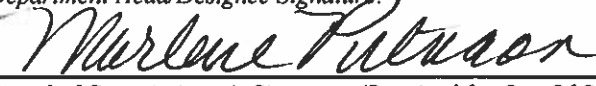


PLEASE COMPLETE ALL SECTIONS IN YELLOW. WHERE DOLLAR AMOUNT DOES NOT APPLY LEAVE AT \$0.00
THIS FORM IS FILLABLE. AMOUNTS & TOTALS WILL CALCULATE AUTOMATICALLY

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

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 3rd 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 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 3rd 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: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, NWCPHP 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

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

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

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2023 Leadership Institute Agenda

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

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

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FOR PUBLIC HEALTH PRACTICE



2023 Leadership Institute Agenda

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

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