



The Preventive Health and Health Services Block Grant Regular Advisory Committee

December 11, 2024

Oklahoma State Department of Health (OSDH)

123 Robert S. Kerr, Oklahoma City, OK 73102

Room 2, 28th Floor

Meeting Minutes

All PHHSBG Advisory Committee meetings/hearings are open to the public. These meeting dates are published on the Oklahoma Secretary of State's website (<https://www.sos.ok.gov/>) no later than December 15th of the preceding year in which such meetings convene in order to ensure that the public is notified and allowed to attend. In addition, all meeting notices are posted at least 48 hours in advance of the public meeting/hearing at the Oklahoma State Department of Health's central office on a bulletin board that is conspicuously visible to the public.

Call to Order, Welcome, and Introductions

- Meeting called to order at 2:05 pm by Tracey Douglas, Chair (OSDH).

Roll Call

- Members:
 - In-person: Tracey Douglas, Chair (OSDH); Isabella Valderrama (OSDH); Aisha Shah (OSDH).
 - Absent: Jacqueline Mullen (OU Health Science Center); Cathy Billings (OSDH); Shelly Patterson (OSDH); Tiffany Holmes (OSDH); Daryn Kirkpatrick, County Health Department (CHD).
- Guests:
 - In-person: Solina Searcy-Martin (OSDH), and Stephen Miller (OSDH)

Review and Approve of Minutes: No minutes to review or approve.

Discussion or questions:

TEAM meeting invite: All Advisory Committee (AC) meetings are open to the public and must be conducted in - person only. The invitation reflected an in-person meeting with the conference room made available to the public and AC team. The disconnect occurred by the availability to join via teams. The meeting will specify in-person and/or remove the link.

Quorum: The meeting can be conducted, and a quorum is required to vote. Solina- No voting is required for this meeting, so the meeting can continue as planned.

- Motion for approval of Minutes from:
 - No action required-
- Second for approval -
 - Any discussion – no topic(s)
 - All in Favor
 - All opposed Nay: 0
 - Abstain: 0

Preventive Health and Health Services Block Grant (PHHS BG) Final Annual Progress Report (APR) Fiscal Year (FY)23

The presentation began with the PHHS Block Grant FY23 Final APR and Success Stories for grant period AP4- FY23-SFY2024. The slide presentation addressed how block grant funds impacted the fourteen (14) program recipients. The reporting progress summary reflected each program recipient's work plan interim and final goals and activities, see Table1 for outcomes and explanations. Below provides an explanation of why programs did not meet their final APR target objectives:

1. Chronic Disease prevalence using a multidisciplinary approach. The program returned funding; personnel challenges, staff shortage and was unable to complete the PHHS BG program work plan. **Not Met**
2. Advancing Health Equity and Strengthening Minority Health 1&2 2023. Met
3. Birth Partner. Met 25% of the 30% target value; Their biggest challenge was only having 1 doula - while the other was on maternity leave for 3 months. This decreased the number of birth services we have been able to provide and made our numbers look low. **Not Met**
4. Child Passenger Safety (CPS). Met
5. CHO. Interim goal 50 of 62, and final goal 50 of 76 target value; the program had a late start to marketing of the CHO Community and Congregation applications. **Not Met**
6. District 3 Communication and Health Literacy Project. Met
7. Fluoride Varnish Outreach Project. Interim goal 2400 of the 3000, and final 6300 of 7500 target value. Their challenge was working with smaller partners in counties that were further away. This leads to less demand for the fluoride varnish due to fewer encounters, and more cost/time for training. **Not Met**
8. Go NAPSACC Statewide Implementation 2023. Met
9. Health Literacy for English as a second Language (ESL). Interim goal 11 of 50, and final 32 of 100 target value. Communication issues with partners and the location dates that were held, lack of participants in Logan County for our Spanish ESL Health Literacy classes. **Not Met**
10. Healthy Aging and Injury Prevention 2023. Met
11. Northeastern Oklahoma CATCH Coordinated School Health Initiative. Met 13 of 16 target value, the quick turnaround times for training location and participants, last-minute dropouts due to staff shortages, and logistical challenges related to equipment distribution. **Not Met**
12. Partner Inflicted Brain Injury (PIBI). Interim goal 0 of 4, revised and 99 of 150 target value. The inability to meet the BRFSS reporting requirement, so a budget and workplan revision was approved by AC team and Center of Disease Control (CDC) in May 2024. **Not Met**
13. School Health- Creating a healthy school environment. Met
14. Sexual Assault Prevention & Surveillance. Interim goal 0 of 4, revised WP BRFSS questions, budget and workplan revision was approved by AC team and CDC. These funds are blended with Rape Prevention and Education (RPE) funds to support 2 contracts with community service providers. These contracts were in year 5 of a 5-year contract cycle. One of the programs lost staff at the end of July. They chose not to refill the position due to it being the last year of the contract cycle and RPE changing its focus in the next funding cycle. **Not Met**

15. Suicide Prevention. Interim goal 0 of 50, and final 129 or 200 target value number of trained employees. Challenged with the planning/learning process. **Not Met**

Table1. Reporting Progress Summary -APR

Addressing SDoH & Chronic Disease prevalence using a multidisciplinary approach

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Reduction in hemoglobin A1c	By September 2023, reduce the proportion of adults without an annual A1c and/or A1c >9% by 25%. Patients will demonstrate improved adherence to their prescribed medication regimen by obtaining refills on time, not skipping doses, and taking medications as prescribed.	Not Met	Not Met
Reduction in poorly controlled blood pressure	By June 2024, reduce the proportion of adults with unmanaged high blood pressure by 25%. Patients will demonstrate improved adherence to their prescribed medication regimen by obtaining refills on time, not skipping doses, and taking medications as prescribed.	Not Met	Not Met

Advancing Health Equity and Strengthening Minority Health 1&2 2023

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Capacity building services	Between 07/2023 and 06/2024, implement 3 capacity building services through consultation and support efforts, training, and staff development on minority health and health equity to improve access to healthcare for minority or underserved populations	Met	Met

Birth Partners 2023

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Decrease participant c-section rate	Between 07/01/2023 and 06/30/2024, decrease the percentage of cesarean births among program participants to 28% compared to the percentage of the birthing population of the county (32.5%)	Not Met	Met

Child Passenger Safety (CPS) 2023

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Child Passenger Safety Program	Between 7/2023 and 6/2024, the IPS will maintain 1 comprehensive, multifaceted child safety installation and education program to increase restraint use and decrease crash-related injuries and deaths among child passengers in Oklahoma.	Met	Met

CHO- Certified Healthy Oklahoma Consultation

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Increase the number of Oklahoma Communities and Congregations completing environmental health assess	Between July 1, 2023 and June 30, 2024 increase by 45% the number of Oklahoma Communities and congregations completing environmental health assessments by utilizing the Certified Healthy Oklahoma community and congregation applications in the 2023 application period	Not Met	Not Met

District 3 Communication and Health Literacy Project

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Community and Staff Education on Health Literacy	Between July 1, 2023 and June 30, 2024, we will conduct staff and community education and provide resources in at least five communities across District 3 that incorporates accurate, standards-based, and developmentally appropriate health information an evidence-based curriculum to various audiences covering topics such as resilience, social determinants of health, NEAR/THREAD, and other related topics related to health and well-being that will improve health communication and literacy within the target communities. Training components will consist of curricula such as NEAR Science-Beyond ACES, CDC's Health Literacy for Health Professionals training, Bridges Out of Poverty and/or Getting Ahead workshops.	Met	Met

Fluoride Varnish Outreach Project PFY2023

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Fluoride Varnish Outreach Program 2023	Between July 2023 and June 2024 Staff in the Dental Health Service will provide 7500 Fluoride Varnish applications to the County Health Departments and other partners for application to the teeth of vulnerable children.	Not Met	Not Met

Go NAPSACC Statewide Implementation 2023

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
An additional 25 Early Childhood Programs	Between July 1, 2023 and June 30, 2024, and additional 25 Early Childhood Programs will be participating in Go NAPSACC.	Met	Met

Health Literacy for ESL

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Contractors will provide and promote health literacy ESL classes to Spanish and Marshallese language	Between July 01, 2023 and June 20, 2024, two contractors will provide and promote four sessions of Health Literacy for ESL classes that consist of 15 lessons to those whose primary language is Spanish and Marshallese.	Not Met	Not Met

Healthy Aging and Injury Prevention 2023

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Healthy Aging and Injury Prevention	Between 07/01/2023 and 06/30/2024, Stabilize the rate (108.4 per 100,000 in 2020) of unintentional fall-related deaths among adults 65 years and older by 2028.	Met	Met

Northeastern Oklahoma CATCH Coordinated School Health Initiative

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Curriculum, Equipment, and Training.	Between 08/2023 and 10/2023, CATCH curriculum and equipment will be purchased and training will be provided to 16 schools in District 4 to ensure the program is accessible to low-income elementary and middle school aged students	Not Met	Not Met
Data Collection and Analysis	Between 09/2023 and 08/2024 complete 16 change design evaluations utilizing SOFIT to observe physical activity trends among elementary and middle school aged students in District 4.	Met	Met
Implementation	Between 09/2023 and 08/2024, CATCH curriculum will be implemented at 16 elementary and middle schools in District 4 to increase physical activity and knowledge of nutrition among low income elementary and middle school aged students.	Met	Not Met

Partner Inflicted Brain Injury

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
BRFSS questions	Monitor the burden of domestic violence by including at least four intimate partner violence questions on BRFSS annually beginning July 1, 2023, through June 30, 2024.	Not Met	Met
Partner Inflicted Brain Injury (PIBI) Education and accommodations	Between 7/01/2023 and 6/30/2024, The IPS will engage state and community partners across multiple sectors to implement five strategies to educate domestic violence service providers statewide on partner inflicted brain injury and appropriate screening and service accommodations beginning July 1, 2023 through June 30, 2024.	Met	Not Met

School Health- Creating a healthy school environment

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Training for k-12 School Nurses	Between 7/2023 and 6/2024, OSDE Manager of School Nursing Program will conduct at least two training sessions, monthly, from the time the contract is in place through the end of the prevent block funding cycle.	Met	Met

Sexual Assault Prevention & Surveillance

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
Community-based sexual assault prevention programs	Between 07/2023 and 06/2024, Injury Prevention Service Rape Prevention and Education staff will maintain 2 contracts for community-based sexual assault prevention programs.	Met	Met
State-added questions to the Oklahoma BRFSS to inform surveillance of sexual violence	State-added questions to the Oklahoma BRFSS to inform surveillance of sexual violence	Not Met	Met

Suicide Prevention

Objective Name	Program SMART Objective	Met / Not Met Interim Target	Met / Not Met Final Target
IPS prevention strategies	Between 7/2023 and 6/2024, implement at least one suicide harm reduction strategy across OSDH and CHDs.	Not Met	Not Met
Needs assessment	Between 7/2023 and 6/2024, the IPS will conduct a needs assessment of the current OSDH infrastructure and capacity to address suicide.	Not Met	Met

Please note displayed per the progress reporting summary above, contained a list of the fifteen (15) program awardees that were initially awarded PHHS Block Grant funding in May 2023 for grant period AP4.

The following identifies the impact of funding via a snapshot of the FY23 Success Stories that were highlighted on the APRs and previously discussed during the 2024 Advisory Community meetings:

- Healthy Aging & Fall prevention provided education with their community partner OK-Cares and conducted ‘A Matter of Balance’ training sessions.
- OMHHE Minority Health provided ongoing resources and interpretive services to the community.
- Birth Partner- provided Doula services that resulted in successful birth.
- CATCH provided D4 rural and low- income schools with physical education equipment.
- Fluoride had an increase of 53% to oral health measures in the CHDs and local area.
- ESL provided English language skills.
- Go-NAPSACC has successful enrollment into community programs to reduce obesity (children and adolescents)
- Child Passenger Safety (CPS) had success with their distribution of car seats and booster seats statewide.

FY23 Success stories

AP4 Programs:

Fall prevention education- OKCares

Training Fall Prevention- A Matter of Balance

Successful births- Doula Services

CATCH provided 13 rural and low-income schools in D4 with new physical education equipment.

Increased access to Oral Health measures for Oklahoma’s children at risk. With a 53% outreach increase in the CHDs.

Interpretive Services

ESL equipped residents with English language skills to effectively communicate with their healthcare providers about their care

Car & Booster Seats Distributions

Enrolled into the GoNAPSACC

PHHSBG Budget Summary FY23

Ms. Solina continued the presentation with the PHHS Block Grant FY23 Final budget summary and program recipients individual funding spenddowns. The PHHS Block Grant was allocated 1.4 million for the FY23 grant period SYF2024 budget period (July 1, 2023 - September 30, 2024). Solina also informed the team that the current grant period's workplan budget – AP5 will be in operation during the federal fiscal years (FFY) verses state fiscal year (SFY) as in the past years.

The OSDH budget status report (BSR) is a budget spenddown summary of the entire PHHS Block Grant, and based on the BSR, a drawdown of \$237+ of unobligated funds will not be disseminated to the agency.

			OSDH BSR					Budget Date From - 7/1/2023 9/30/2024		
			Prevent Block					Budget as of: 12/6/2024		
			Grant	Budget Title				24		
			Type of Funds					SFY		
40000 - Funding										
				</						

Described below are the breakdowns of surplus and deficit funds for FY23- AP4 grant cycle. The estimated surplus of funding in the sum of \$237,219.92 remains unobligated, the budget team is in the process of reconciliation and ensuring that all encumbrances are closed. Stephen noted that there may be an additional surplus of funds with an estimated total of \$50 to \$60 thousand due to potential corrections and if encumbrances are not processed timely.

FY23 Program Title	Surplus	Deficit	Allocation
Advancing Health Equity and Strengthening Minority Health	\$ 29,102.28		\$ 165,909.00
Birth Partners	\$ 6,490.54		\$ 80,234.00
Child Passenger Safety (CPS)		\$ 4,466.68	\$ 215,061.00
D3 Communication & Health Literacy Project	\$ 12,482.32		\$ 29,246.00
Fluoride Varnish Outreach Project	\$ 2,007.43		\$ 15,000.00
Health Literacy ESL	\$ 2,501.41		\$ 5,000.00
Healthy Aging and Falls Prevention Program	\$ 8,546.45		\$ 158,440.00
CHO Certified Healthy Consultation	\$ 6,352.90		\$ 66,913.00
CATCH - Northeastern Oklahoma CATCH Coordinated School Health Initiative	\$ 13,742.38		\$ 123,173.00
Go NAPSACC statewide implementation 2023	\$ 4,678.39		\$ 72,039.00
Partner Inflicted Brain	\$ 8,099.56		\$ 51,435.00
Sexual Assault Prevention & Surveillance	\$ 56,414.40		\$ 26,344.00
set-a-side			\$ 82,656.00
Suicide Prevention		\$ 3,897.85	\$ 100,408.00
School Health- Creating a Healthy School Environment (CHE)	\$ 63,296.31		\$ 117,392.00
PHHS Block Grant Admin	\$ 26,952.66		\$ 136,269.00
			\$ 1,445,519.00

AP4 PHHS Block Grant program allocations are listed below are each of the recipient's budget spenddown.

Minority Health - 4010009	AP4E	AP4E40					E40
TITLE OF EXPENDITURES		CURRENT BUDGET	EXPENDITURES	ENCUMBRANCES	FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)	
PAYROLL COSTs		\$ 110,590.95	\$ 91,799.34			\$ 18,791.61	
Travel		\$ 2,275.00	\$ -	\$ -		\$ 2,275.00	
Supplies		\$ 420.00	\$ 1,216.03	\$ -		\$ (796.03)	
Other		\$ 17,140.00	\$ 6,247.12	\$ -		\$ 10,892.88	
Contracts		\$ 12,000.00	\$ 10,579.60	\$ 1,781.78		\$ (361.38)	
Equipment		\$ -	\$ -	\$ -		\$ -	
IDC		\$ 20,334.47	\$ 22,033.72	\$ -		\$ (1,699.25)	
		Totals: \$ 162,760.42	\$ 131,875.81	\$ 1,781.78	\$ -	\$ 29,102.83	
		162,760.00					
Birth Partners - 4030004	APE7	AP4E70					E70
TITLE OF EXPENDITURES		CURRENT BUDGET	EXPENDITURES	ENCUMBRANCES	FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)	
PAYROLL COSTs		\$ 59,470.40	\$ 52,085.16			\$ 7,385.24	
Travel		\$ 1,500.00	\$ -	\$ -		\$ 1,500.00	
Supplies		\$ 4,300.00	\$ -	\$ -		\$ 4,300.00	
Other		\$ 4,700.00	\$ 10,797.82	\$ -		\$ (6,097.82)	
Contracts		\$ -	\$ -	\$ -		\$ -	
Equipment		\$ -	\$ -	\$ -		\$ -	
IDC		\$ 10,263.44	\$ 10,860.32	\$ -		\$ (596.88)	
		Totals: \$ 80,233.84	\$ 73,743.30	\$ -	\$ -	\$ 6,490.54	
CPS - 4540012	APEF	AP4EF0					EFO
TITLE OF EXPENDITURES		CURRENT BUDGET	EXPENDITURES	ENCUMBRANCES	FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)	
PAYROLL COSTs		\$ -	\$ -			\$ -	
Travel		\$ -	\$ -	\$ -		\$ -	
Supplies		\$ 215,061.24	\$ 212,325.01	\$ 2,821.50		\$ (85.27)	
Other		\$ -	\$ 56.80	\$ -		\$ (56.80)	
Contracts		\$ -	\$ -	\$ 2,821.50		\$ (2,821.50)	
Equipment		\$ -	\$ -	\$ -		\$ -	
IDC		\$ -	\$ 1,503.11	\$ -		\$ (1,503.11)	
		Totals: \$ 215,061.24	\$ 213,884.92	\$ 5,643.00	\$ -	\$ (4,466.68)	
HAI - 4540012 Healthy Aging	APEC	AP4EC0					ECO
TITLE OF EXPENDITURES		CURRENT BUDGET	EXPENDITURES	ENCUMBRANCES	FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)	
PAYROLL COSTs		\$ 118,805.95	\$ 109,156.77			\$ 9,649.18	
Travel		\$ 6,039.00	\$ 4,554.72	\$ -		\$ 1,484.28	
Supplies		\$ 375.00	\$ 3,806.29	\$ -		\$ (3,431.29)	
Other		\$ 11,375.00	\$ 10,926.86	\$ -		\$ 448.14	
Contracts		\$ -	\$ -	\$ -		\$ -	
Equipment		\$ -	\$ -	\$ -		\$ -	
IDC		\$ 21,844.97	\$ 21,448.83	\$ -		\$ 396.14	
		Totals: \$ 158,439.92	\$ 149,893.47	\$ -	\$ -	\$ 8,546.45	
		158,440.00					
Dist. 3 Comm & HLP - 4010009							E50
TITLE OF EXPENDITURES		CURRENT BUDGET	EXPENDITURES	ENCUMBRANCES	FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)	
PAYROLL COSTs		\$ -	\$ -		\$ -	\$ -	
Travel		\$ -	\$ -	\$ -		\$ -	
Supplies		\$ 27,496.00	\$ -	\$ -		\$ 27,496.00	
Other		\$ 1,750.00	\$ 16,763.68	\$ -		\$ (15,013.68)	
Contracts		\$ -	\$ -	\$ -		\$ -	
Equipment		\$ -	\$ -	\$ -		\$ -	
IDC		\$ -	\$ -	\$ -		\$ -	
		Totals: \$ 29,246.00	\$ 16,763.68	\$ -	\$ -	\$ 12,482.32	
		29,246.00					
CHE - 4010009 Schools - Create Healthy Environments in School	APE6	AP4E60					E60
TITLE OF EXPENDITURES		CURRENT BUDGET	EXPENDITURES	ENCUMBRANCES	FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)	
PAYROLL COSTs		\$ 44,736.72	\$ 36,241.55			\$ 8,495.17	
Travel		\$ -	\$ -	\$ -		\$ -	
Supplies		\$ 35,840.19	\$ 38.56	\$ -		\$ 35,801.63	
Other		\$ 2,295.00	\$ 1,824.62	\$ -		\$ 470.38	
Contracts		\$ 26,179.81	\$ -	\$ -		\$ 26,179.81	
Equipment		\$ -	\$ -	\$ -		\$ -	
IDC		\$ 8,225.78	\$ 15,876.46	\$ -		\$ (7,650.68)	
		Totals: \$ 117,277.50	\$ 53,981.19	\$ -	\$ -	\$ 63,296.31	

CHO - 8510009		APRW		AP4RW0					RW0
								</	

Gen. Admin -		APF3		AP4F30					F30
TITLE OF EXPENDITURES		CURRENT BUDGET		EXPENDITURES		ENCUMBRANCES		FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)
PAYROLL COSTs		\$ 111,850.30		\$ 87,033.31					\$ 24,816.99
Travel		\$ -		\$ -		\$ -			\$ -
Supplies		\$ 387.00		\$ 78.71		\$ -			\$ 308.29
Other		\$ 4,335.00		\$ 3,756.99		\$ -			\$ 578.01
Contracts		\$ -		\$ -		\$ -			\$ -
Equipment		\$ -		\$ -		\$ -			\$ -
IDC		\$ 19,696.83		\$ 18,447.46		\$ -			\$ 1,249.37
	Totals:	\$ 136,269.13		\$ 109,316.47		\$ -		\$ -	\$ 26,952.66
		IDC		##					
Sexual Violence PRV. - 4540012		APEE		AP4EE0					EE0
TITLE OF EXPENDITURES		CURRENT BUDGET		EXPENDITURES		ENCUMBRANCES		FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)
PAYROLL COSTs		\$ -		\$ -				\$ -	\$ -
Travel		\$ -		\$ -		\$ -			\$ -
Supplies		\$ -		\$ -		\$ -			\$ -
Other		\$ 9,000.00		\$ 18,378.78		\$ -			\$ (9,378.78)
Contracts		\$ 100,000.00		\$ 26,953.72		\$ 7,253.10			\$ 65,793.18
Equipment		\$ -		\$ -		\$ -			\$ -
IDC		\$ -		\$ -		\$ -			\$ -
	Totals:	\$ 109,000.00		\$ 45,332.50		\$ 7,253.10		\$ -	\$ 56,414.40
Suicide PRV. - 4540012		APEW		AP4EW0					EW0
TITLE OF EXPENDITURES		CURRENT BUDGET		EXPENDITURES		ENCUMBRANCES		FORECASTED EXPENDITURES	SURPLUS/ (DEFICIT)
PAYROLL COSTs		\$ 64,322.55		\$ 56,161.77					\$ 8,160.78
Travel		\$ 4,459.00		\$ 6,685.37		\$ -			\$ (2,226.37)
Supplies		\$ 15,825.00		\$ 15,060.97		\$ -			\$ 764.03
Other		\$ 3,825.00		\$ 12,804.59		\$ -			\$ (8,979.59)
Contracts		\$ -		\$ -		\$ -			\$ -
Equipment		\$ -		\$ -		\$ -			\$ -
IDC		\$ 11,975.99		\$ 13,592.69		\$ -			\$ (1,616.70)
	Totals:	\$ 100,407.54		\$ 104,305.39		\$ -		\$ -	\$ (3,897.85)

Stephen noted that previous budget years covered a 15-month timeline and this year AP5 is 12-months. Solina noted that the lapsed funds are normally disseminated but due to the new AC internal process, a delay occurred, and funds remained in surplus status. A plan has been implemented to capture and mitigate lapsed or surplus of funds which include:

- Quarterly budget meetings to ensure spenddown accuracy and to explore if contracts are being executed timely.
- Development of a purchase ledger, that has been shared with the programs to track monthly expenditures.
- Detailed staff valid report and expense query.
- A four-year trend or lookback, this is an ongoing task.

This new process may be more challenging for the program recipients, before non-personnel expenditures were explored to ensure the surplus of funds were disseminated and not returned due to the 15-month timeline.

The AP5 PHHS Block Grant- FY2024 Program Awardees Workplan and Budget

PHHS Block Grant Budget Details Summary

Ms. Solina closed the presentation on the topics regarding the AP5 PHHS Block Grant cycle. This grant year cycle was allocated 1.6+ million for the FY24 workplan- FFY2025 budget period, October 1, 2024, through September 30, 2025. This section also includes the program awardees allocations, budgets, goals, health objectives, challenges and AC meeting dates.

AP5 PHHS Block Grant budget allocation summary - FY24 Program Awardees

Budget Detail for Oklahoma State Health Department– Fiscal Year 2024	
A. FY2024 Award	\$1,661,224
Annual Basic Allocation	\$1,578,568
Sex Offense Allocation	\$82,656
B. Total Current Year Annual Basic Allocation	\$1,578,568
Administrative Costs	\$73,286
Direct Assistance Amount	\$0
C. Total Current Year Sex Offense Allocation	\$82,656
Administrative Costs	\$0
Total Available for Program Allocation in FY 2024	\$1,587,938

The chart below details the work plan objectives, budget allocation, program health objectives, and program goals. There were seventeen program awardees, but only sixteen program recipients, one awardee returned their funding before the grant period began.

FY24 Program Allocations and Objective

Program Title	Health Objective(s)	Program Goal	Current Year Allocation
Child Passenger Safety (CPS) 2024	IVP-07 Reduce the proportion of deaths of car passengers who weren't buckled in	Distribute an average of 300 child safety seats monthly to participating sites statewide.	\$221,386
Sexual Assault Hotline Training, Support, & Surveillance 2024	IVP-D05 Reduce contact sexual violence	The IPS will collaborate with community partners to implement crisis hotline training and support to sexual assault hotline advocates in Oklahoma by September 30, 2025.	\$89,800
Improving Health Education and Client Experience with Digital Signage	HC/HIT-R01 Increase the health literacy of the population	Alleviate the time and financial burden of the current CHD lobby print material display strategy and follow best practices of information sharing to clients by implementing a digital TV monitor display system in every county health department by January 2025.	\$95,000
Partner Inflicted Brain Injury (PIBI) 2024	IVP-D04 Reduce intimate partner violence	Increase awareness of and accommodations and resources for partner inflicted brain injury	\$49,183

		among domestic violence service providers and allied professionals; implement surveillance of intimate partner violence in Oklahoma by September 30, 2025.	
Suicide Prevention 2024	MHMD-01 Reduce the suicide rate	The IPS will use the project period to continue to develop infrastructure in suicide prevention, determine modalities that are best suited to the county health departments (CHD), and build capacity among the CHDs and other public interfacing OSDH programs to implement suicide prevention strategies to best serve our clients.	\$118,084
Healthy Aging and Injury Prevention 2024	IVP-08 Reduce fall-related deaths among older adults	Engage state and community partners across sectors to implement strategies to reduce the number of falls leading to injury death, promote healthy aging, and improve health outcomes among persons 65 years and older statewide.	\$173,295
Leading Oklahoma to Prosperity through Health Communications Initiative	HC/HIT-R01 Increase the health literacy of the population	Our goal is to better identify populations in our state with health disparities and how we can better reach them to communicate services offered at their local county health departments to live a healthy life	\$0
Certified Healthy Oklahoma Community and Congregation Consultation 2024	NWS-03 Reduce the proportion of adults with obesity	The goal of the program is to see an increase of Certified Healthy Oklahoma Community and Congregation applications submitted between August 1-November 1, 2024.	\$38,070
Northeastern Oklahoma CATCH Coordinated School Health Initiative 2024	PA-09 Increase the proportion of children who do enough aerobic physical activity	The goal of the Northeastern Oklahoma CATCH Coordinated School Health Initiative, is to increase the amount of rural and low-income elementary and middle school aged students in District 4 participating in an	\$79,205

		evidence based physical activity and exercise CATCH Kids Club program.	
Increasing Nutrition Security in CHDs with Statewide Partners	NWS-01 Reduce household food insecurity and hunger	Work with key partners to increase nutrition security and access to fruits and vegetables and reduce health disparities throughout the state	\$116,813
Healthy School Environments Technical Assistance 2024	NWS-04 Reduce the proportion of children and adolescents with obesity	The goal of this program is to provide technical assistance to schools in Oklahoma to create healthier environments for students.	\$89,468
OMHHE / Minority Health 2024	HC/HIT-D11 Increase the proportion of adults with limited English proficiency who say their providers explain things clearly	Increase the percentage of limited English proficient (LEP) adults who consistently state that their doctors or other health providers always explain medical information in a way that is easy to understand.	\$223,269
OSDH- CHAT Tobacco Use Prevention and Control	TU-22 Reduce the proportion of adolescents exposed to tobacco marketing	Conduct at least 160 audit of licensed tobacco retailers in Oklahoma in low versus higher SES zip codes in Oklahoma.	\$76,500
D5 Birth Certificate Waiver Program	SDOH-01 Reduce the proportion of people living in poverty	Create and pilot a birth certificate waiver program that streamline processes and eliminate financial barriers to eligible individuals seeking a birth certificate.	\$45,000
GO NAPSACC Statewide Implementation 2024	NWS-04 Reduce the proportion of children and adolescents with obesity	The goal of the program is to see an increase of physical activity and nutrition strategies being implemented in Oklahoman Early Childcare Programs which will lead to a reduction in childhood obesity.	\$50,915
Fluoride Varnish Outreach Project 2024	OH-01 Reduce the proportion of children and adolescents with lifetime tooth decay	The goal of this program is to increase access to dental carries prevention programs for Oklahoma children.	\$22,500
Chronic Disease Prevention Service-Community Health	HDS-01 Improve cardiovascular health in adults	To increase the number of adults receiving community health screenings for cholesterol, blood sugar, and blood pressure through county health	\$99,450

Screenings		departments by 10% while providing education and referrals to prevention or management programs to 100% of screened adults with elevated lab values.	
Total			\$1,587,938

AP5 PHHS Block Grant -FY24 Program Awardees **PHHS BG Challenges**


Challenges reported by PHHS Block Grant and program recipients included:

- Loss of staff that resulted in training new temporary staff (executive order in place),
- PHHS Block budget analysis
- New PHHS Block Grant processes -
 1. First- time operating on the federal fiscal year (FFY) instead of the state fiscal year (SFY),
 2. New AC team and the selection process,
 3. Learning a new process, for example LEP/UPE, and
 4. ePro requisition system.

Challenges


Program and PHHS BG challenges:

**Executive Order - FY23
Staff**



**FY24 New PHHS BG Process-
Transition from SFY to FFY,
Advisory Committee Team, IDC
rate, Purchase tracking ledger,
& Workday transitions for
Programs**

**Contract
Implementation**



AP5 PHHS Block Grant - **Budget Revision**

A revised budget was submitted to CDC as funding from three existing programs returned funds due to the following reasons:

- Different funding sources.
- Exclusion of Adm. Staff
- Loss of staff and Executive Order.

The AC committee met on October 28, 2024, to review, discuss and finalize the approval of the workplan budget for FY24 in-order to submit budget revisions to CDC. This revision required funds in the sum of \$38,370 to be reallocated to current existing FY24 programs. This meeting was conducted via Microsoft teams, topic material was provided to the AC team via an email prior to the meeting. The material below was shared and presented per Table 2 - Breakdown of funding and Reallocation.

Table 2. Breakdown of funding and Reallocation

PHHS Block Grant - Return of Funds					
FFY2025	budget totals RTNed	Action	Redirection of funds	Personnel changes	Comment(s)
Funding					
Prosperity through Health Communications Initiative	\$ 10,500.00	RTN funds and RA to \$10,500 to Nutrition Security		NA	Program was not aware of the funding from the PHEP grant in the sum of \$15,000. Therefore would like to give funding to
Nutrition		↘	\$ 15,412.00		
GoNAPSACC	\$ 6,770.58	RTN funds- \$4,912 RA to Nutrition Security, \$1,508 to CATCH and \$350 to		Yes	Executive Order- FTE freeze and unable to hire for the vacant position
CHO	\$ 8,970.58	RTN funds- RA to Minority Health		Yes	Executive Order- FTE freeze and unable to hire for the vacant position
OMHHE		↘	\$ 21,450.00		To cover salary increase personnel of 2 FTEs
CATCH			\$ 1,508.00		
Adm Cost	\$ 12,128.84	RTN funds- RA to Minority		Yes	RM staff
	\$ 38,370.00		\$ 38,370.00		
	RM removed				
	RA reallocated				
	RTN returned				
	RV revised				
	REC received				

Below is the breakdown of funding that was reallocated to existing programs:

Returned funds:

Health Community Initiative	\$10,500
GoNAPSACC	\$6,770.58
CHO	\$8,970.58
Adm Cost	\$12,128.84
	\$38,370

Received funds:

Nutrition Security	\$15,412
CATCH	\$1,508
Minority Health	\$21,450
	\$38,370

During that budget discussion, the AC voted to approve the revisions, forward this information to CDC for final approval and to finalize the reallocations. The PHHS Block Chair vote was cast via the invitation and remaining AC team members were in attendance and their votes were cast on the material presented:

- All in Favor Aye:
 - Aisha Shah
 - Isabella Valderrama
 - Shelly Patterson
 - Daryn Kirkpatrick
 - Jacqueline Mullen-Steyn
- All Opposed... Nay: none
- Abstain..... Cathey Billings

2025 Calendar Dates

Ms. Solina provided the team with an updated 2025 calendar for the AC meetings. The calendar held for each meeting date will be sent to the Advisory Committee team. As discussed, one additional meeting date/time between April and August may be required to address any potential budget revisions; or a request to disseminate AP5 surplus funds to CPS or other programs that have submitted a wish list request. The wish list contains a request for any potential funds that were returned or available from the current year existing programs.

December 11 – Regular

Ms. Solina shared and demonstrated the purchase ledger document to the AC team.

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		Purchase Ledger					FY24 Work Plan- SFY2025					
non-personnel												
		Program Name/Title:					October 2024 - September 2025					
		Transactions										
Date	Vendor or Supplier name	Description	PO#	Invoice	P-card	Invoice date:	Split funding: Y/N - If yes provide funding source	Amount of purchase	Budget allocation:	Balance:	Name- oversight of the budget	NOTES:
PHHS Block Grant Work Plan FY24												

No other closing remarks or questions. Meeting adjourned by Ms. Solina at 3:35 pm as the chair was called away.