

WRAP UP DAY ONE AND CLOSE

The meeting adjourned at 7:40 p.m

Saturday, August 20, 2011

Members in Attendance: Jenny Alexopoulos, D.O., President; Murali Krishna, M.D., Vice-President; Cris Hart-Wolfe, Secretary-Treasurer; Richard G. Davis, D.D.S.; Terry Gerard, D.O.; Barry L. Smith, J.D., Martha A. Burger.

Members Absent: Ronald Woodson, M.D., Reverend Alfred Baldwin.

Staff present were: Terry Cline, Commissioner; Julie Cox-Kain, Chief Operating Officer; Henry F. Hartsell, Deputy Commissioner, Protective Health Services; Steve Ronck, Deputy Commissioner, Community and Family Health Services; Pam Archer, Interim Deputy Commissioner, Prevention and Preparedness Services; Mark Newman, Office of State and Federal Policy; Don Maisch, Office of General Counsel; Commissioner’s Office: VaLauna Grissom, Diane Hanley, Janice Hiner

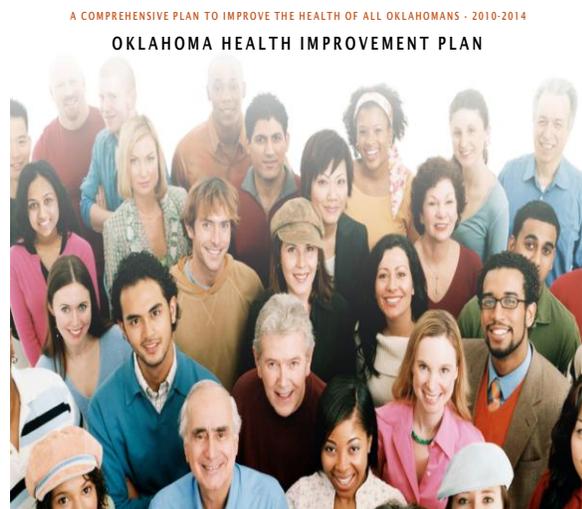
Visitors in attendance: See list

Call to Order and Opening Remarks

Dr. Alexopoulos called the meeting to order at 8:43 a.m. and welcomed those in attendance. Dr. Alexopoulos introduced guest Dewey Bartlett, Mayor of Tulsa.

Mayor Bartlett welcomed the meeting participants to the City of Tulsa. He described Tulsa’s interest in health as reactionary as the community has becoming increasingly heavy, sedentary, and costly in terms of medical costs. He applauded his wife’s leadership in the Tulsa community in the area of fitness and nutrition. Mayor Bartlett also asked for feedback from the Boards on anything the community could do to bring a focus to good practices around this issue.

OKLAHOMA HEALTH IMPROVEMENT PLAN: Jenny Alexopoulos, D.O., Board of Health President & Terry Cline, Ph.D., Commissioner of Health



A COMPREHENSIVE PLAN TO IMPROVE THE HEALTH OF ALL OKLAHOMANS · 2010-2014

OKLAHOMA HEALTH IMPROVEMENT PLAN

[BACKGROUND]

KEY HEALTH INDICATORS

Since 1992, our infant mortality rate is consistently higher than the national average.

We lead the nation for deaths due to heart disease.

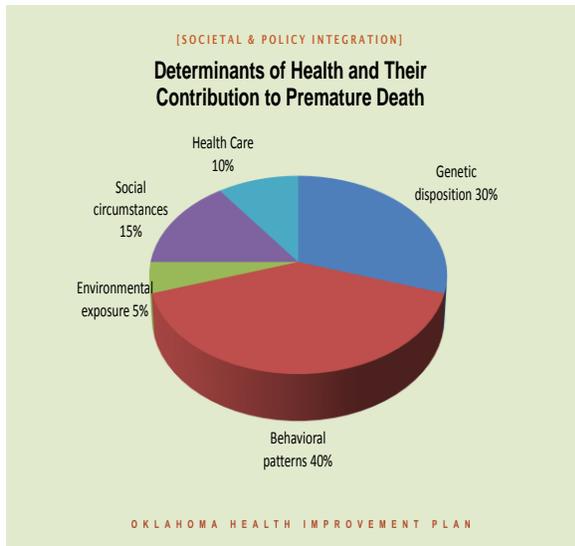
Oklahoma has largest rise in obesity rates between 1995-2010 and is projected to have the highest obesity rate in the country by 2018.

Approximately one in every four Oklahoma adults smokes.

If Oklahoma “matched” the national average in health status indicators, 5,320 lives would be saved each year.

OKLAHOMA HEALTH IMPROVEMENT PLAN

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[STRATEGIC PLANNING]

FLAGSHIP GOALS (Dr. Gary Raskob)

- Tobacco Use Prevention (Tracey Strader, Chair)
- Obesity Reduction (Dr. Bruce Dart, Chair)
- Children's Health (Drs. Mary Anne McCaffree, Marry Dunlap, & Edd Rhoades; Co-Chairs)

INFRASTRUCTURE GOALS (Gary Cox)

- Public Health Finance (Dr. Mark Newman, Chair)
- Workforce Development (Rick Ernest, Judy Grant; Co-Chairs)
- Access to Care [HIX] (Dr. Terry Cline, Julie Cox-Kain; Co-Chairs)
- Health Systems Effectiveness (P/P Partnerships)(Barry Smith, Bert Marshall, Julie Cox-Kain; Co-Chairs)

SOCIETAL & POLICY INTEGRATION

- Policies and Legislation
- Social Determinants of Health & Health Equity

OKLAHOMA HEALTH IMPROVEMENT PLAN

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[FLAGSHIP GOAL]

TOBACCO USE PREVENTION

Successes

- The Hard Rock Hotel and Casino owned by Cherokee Nation is building a new tower in Tulsa where both the hotel and casino will be smoke-free
- Significant progress towards passage of HB 2135
- Successful HAVOC campaign and bar nights in OKC and Tulsa leading to 4 bars going entirely smoke-free
- Tobacco sales to underage users has decreased
- Youth (16+) are also now served through the helpline and assistance through quit coaches
- Great success with fax referrals for hospital patients flagged as tobacco users

Challenges

- Powerful opposition to local rights legislation
- Passage of local rights legislation may require innovative methods for passage

OKLAHOMA HEALTH IMPROVEMENT PLAN



[FLAGSHIP GOAL]

OBESITY REDUCTION

Successes

- Online searchable database identifying evidence -based or promising programs that address physical activity, nutrition, and obesity issues was completed and now available to public
- Legislation passed deeming "healthy corner stores" that meet criteria are eligible to apply for loans from eligible agricultural businesses
- Fifteen TSET Physical Activity & Nutrition grants provided throughout the state to increase physical activity and better eating, while reducing obesity in our state
- Certified Healthy Communities and Schools programs launched August 1st

Challenges

- Resistance to lifestyle and cultural behavior changes
- Major barrier is access to affordable fruits and vegetables
- Health education legislation

OKLAHOMA HEALTH IMPROVEMENT PLAN

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[FLAGSHIP GOAL]

CHILDREN'S HEALTH

Successes

- Developed a comprehensive child health plan to improve health outcomes for children ages 1 to 18 years
- 54 out of 59 birthing hospitals in Oklahoma are committed to Every Week Counts campaign and not allowing elective induced births prior to the 39th week
- Improved perinatal health outcomes:
 - All pregnant women (100%) diagnosed with Gonorrhea or Chlamydia were treated for the infections in 2009. (Increase from 92.5% baseline in 2008)
 - Percent of women receiving first trimester prenatal care has shown an increase from baseline of 75.5% three years ago to 76.4%

Challenges

- Legislation prohibiting use of hand-held electronic devices while driving for those under age 18
- Reducing unintended pregnancies

OKLAHOMA HEALTH IMPROVEMENT PLAN



[INFRASTRUCTURE GOAL]

PUBLIC HEALTH FINANCE

Successes

- Analyzed current public health finance system.
- Recommended actions and key components for successful public health

Challenges

- Current economical climate
- Reduced funding and resources available from traditional sources

OKLAHOMA HEALTH IMPROVEMENT PLAN

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[INFRASTRUCTURE GOAL]
WORKFORCE DEVELOPMENT

Successes

- Great strides in telemedicine expansion
- HB 2017 primary care residencies legislation
- Student portal system should be initiated in OKC metro area this fall
- Regional extension centers created to assist in sustainability of rural hospitals
- Community campus training model has been implemented at OSU and is active in all 4 quadrants of the state with an emphasis on increasing number of rural primary care physicians

Challenges

- Inadequate resources to create and complete the centralized database for health care worker information
- Ranked 49th in primary care physicians per population

OKLAHOMA HEALTH IMPROVEMENT PLAN



[INFRASTRUCTURE GOAL]
ACCESS TO CARE

Successes

- Legislature scheduled to have a series of town hall meetings in Oklahoma City and Tulsa to discuss health care reform, including health insurance exchange
- Proposed federal regulations regarding insurance exchange will be released soon and will make planning and implementation easier for all states

Challenges

- Affordable Care Act and unknown future regarding this Act and its funding

"In health, there is freedom." Henri Frederic Amiel

OKLAHOMA HEALTH IMPROVEMENT PLAN

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[INFRASTRUCTURE]
Health Systems Effectiveness
{Public/Private Partnerships}

Successes

- Shape Your Future campaign
- Working with major business community partners on innovative solutions to public health issues and affecting change
- Committed top industry executives and leaders to public health cause
- Significant progress towards accreditation of state and local health departments which seeks to meet a national standard of excellence and proficiency

Challenges

- Limited resources and time availability
- Current economical climate

OKLAHOMA HEALTH IMPROVEMENT PLAN



[FUTURE ACTIONS]
5,320 Lives Can Be Saved Yearly

5,320 Oklahomans could be saved each year if our state simply met the national average for health measures.

Shape Your Future highlights how individuals can *Shape Your Future* to improve individual health.

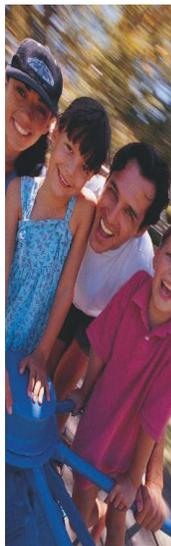
Shape Our Future focuses on enacting policies to improve community, business, and school health.

Shape Their Future highlights strategies to improve health outcomes for Oklahoma's children, including recommendations from the OHIP's new *Oklahoma Children's Health Plan*.

ShapeYourFutureOk.com

OKLAHOMA HEALTH IMPROVEMENT PLAN

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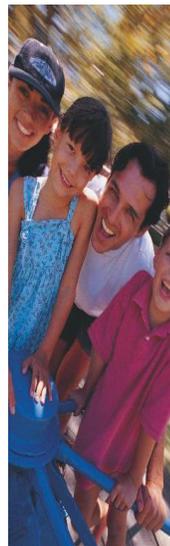


[FUTURE ACTIONS]
Oklahoma Children's Health Plan
10 Strategic Focus Areas

- Access to Primary Care
- Injury Prevention
- Immunizations
- Oral Health
- Adolescent Health
- Mental Health & Substance Abuse
- Abuse & Neglect
- Special Health Care Needs
- Communications & Data
- Policy & Legislation

Oklahoma Children's Health Plan online: <http://ohip.health.ok.gov>

OKLAHOMA HEALTH IMPROVEMENT PLAN

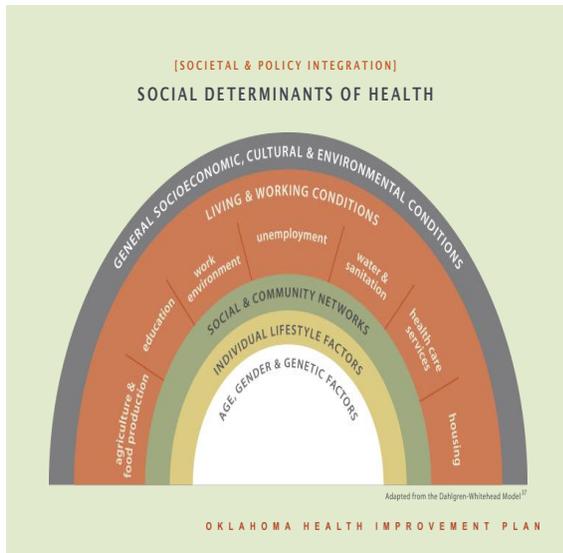


[FUTURE ACTIONS]
OHIP SFY 2012 Legislative Agenda

- Restore the rights of local communities to pass tobacco use prevention policies that are stronger than state law.
- Assure health education is taught in all state public schools in sixth, seventh, or eighth grade.
- Prohibit the use of a hand-held electronic device while driving for all drivers under 18 years of age.

Let's take these first steps to improve our health! 5,320 Oklahomans are counting on us.

OKLAHOMA HEALTH IMPROVEMENT PLAN



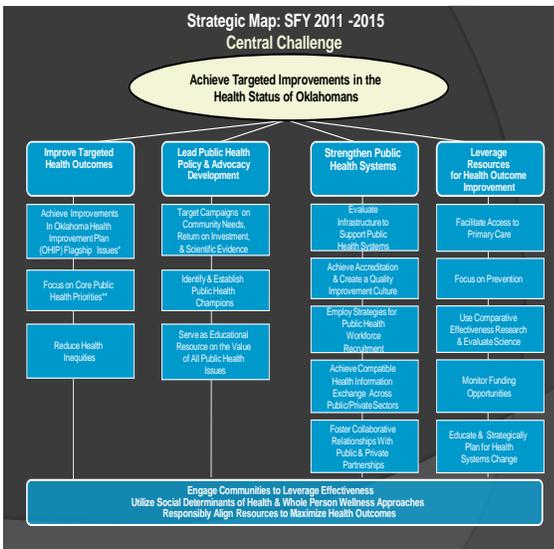
OHIP PARTNERS

Oklahoma State Board of Health	Oklahoma Institute for Child Advocacy	Oklahoma Policy Institute
Tulsa City-County Board of Health	Oklahoma Tobacco Research Center	Chickasaw Nation
Oklahoma City-County Board of Health	American Lung Association	Physician's Manpower Training Center
Oklahoma State Department of Health	American Heart Association	Oklahoma Healthcare Workforce Center
Tulsa Health Department	American Cancer Society	Oklahoma Employment Security Commission
Oklahoma City-County Health Department	Inter-Tribal Health Board	Oklahoma Primary Care Association
Oklahoma Health Care Authority	Cheyenne-Arapaho Tribe	Oklahoma University Health Sciences Center
Oklahoma Department of Mental Health & Substance Abuse Services	Muscogee Creek Nation	Oklahoma State University Center for Health Sciences
Oklahoma Insurance Department	OKC Area Indian Health Service	AARP Oklahoma
Oklahoma Tobacco Settlement Endowment Trust	Indian Health Care Resource Center of Tulsa	Oklahoma Developmental Disability Council
Oklahoma Legislature	Oklahoma Association of Health, Physical Education, Recreation and Dance	Community Service Council of Greater Tulsa
Oklahoma State Department of Education	YMCA of Tulsa	Blue Cross Blue Shield
Oklahoma Hospital Association	Cirramon Alliance	Oklahoma Nurses Association
Oklahoma Osteopathic Association	Leadership Oklahoma	Children's Hospital of Oklahoma/American Academy of Pediatrics
Oklahoma State Medical Association	Schools for Healthy Lifestyles	Citizens at Large
The State Chamber of Oklahoma	Regional Food Bank of Oklahoma	
Cherokee Nation Health Services	Integrus Health	
Oklahoma Turning Point Council	George Kaiser Family Foundation	
	Oklahoma Office of State Finance	

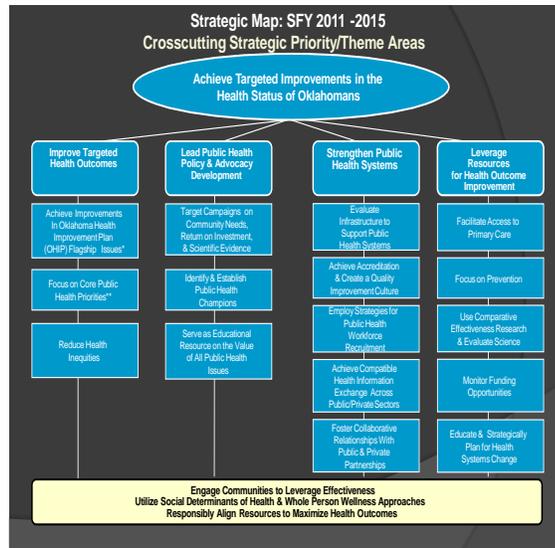
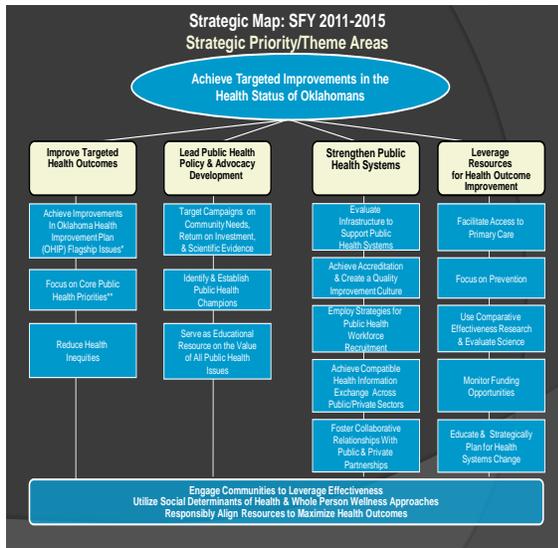
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The presentation concluded.

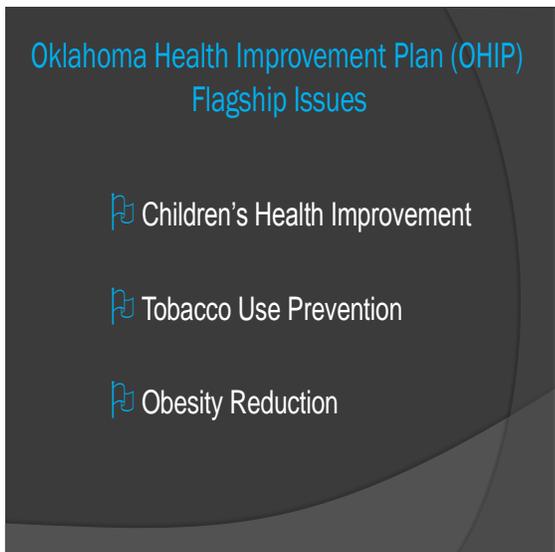
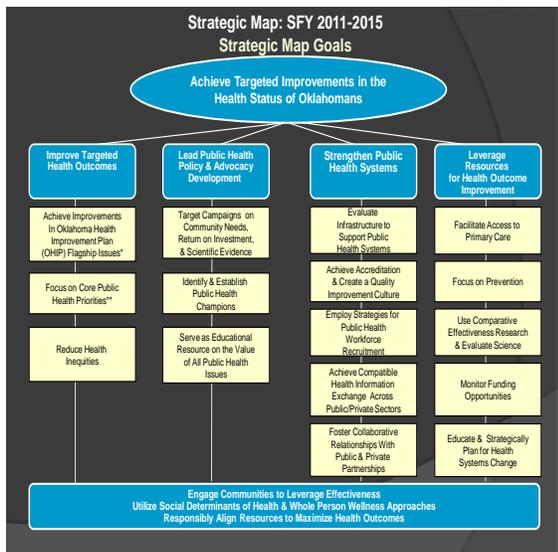
SDH SFY 2011 STRATEGIC MAP & PLAN: Julie Cox-Kain, M.P.A., Chief Operating Officer



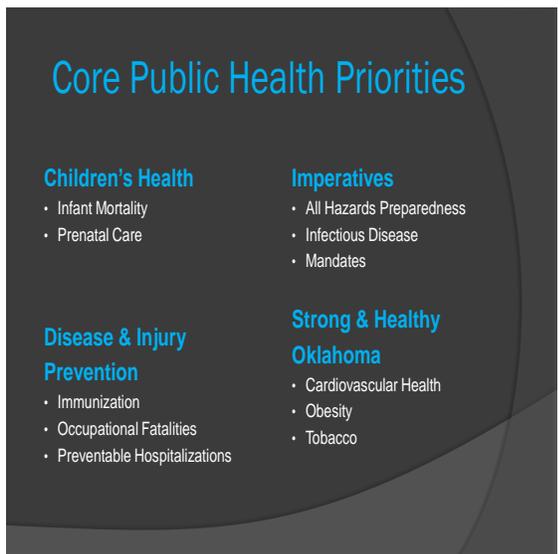
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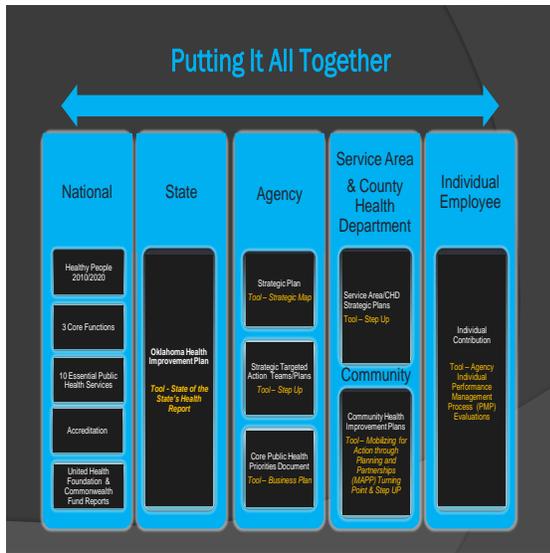
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Core Performance Measures Scorecard Public Health Imperatives

Measure	Actual Previous Year	Target Current Year	Actual Current Year	5 Year Target Goal
Inspection - % co-mandated non-complaint activities meet mandates	92.9%	100%	87%	100%
Inspection - % co-mandated complaint activities meet mandates	86.5%	100%	66%	100%
Infectious Disease - % immediately notifiable reports received by phone consultation/ investigation initiated in 15 minutes	92%	95%	97%	95%
Infectious Disease - % immediately notifiable reports submitted in PHIDDO/ investigation initiated in 15 minutes	75%	95%	96%	95%
Infectious Disease - Average # reported Hepatitis A, Hepatitis B, TB & AIDS cases per 100,000 population	9.5	11.3	8.1	8.1
Preparedness - % County emergency response plans completed	0	30	11	77

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Core Performance Measures Scorecard Public Health Priority Programs

Measure	Actual Previous Year	Target Current Year	Actual Current Year	5 Year Target Goal
Children - # infant deaths per 1000 live births	8	7.8	8.5	7.3
Children - % first trimester prenatal care	76.4%	76.5%	76.5%	78%
Children - % children's health plan completed	0%	100%	100%	100%
Injury - # occupational fatalities per 100,000 workers	8	7.8	7.2	7
Prevention - # preventable hospitalizations per 1000 Medicare enrollees	90.3	87	88.7	83
Immunization - % immunized (19-35 months)	N/A	77%	70.2%	85%
Obesity - % adults who are obese	32%	30.9%	31.3%	30.1%
Tobacco - % adults who smoke	25.4%	22.2%	23.7%	19.5%
Cardiovascular - cardiovascular deaths/100,000	313.5	302.7	313.5	281.5

Core Performance Measures Scorecard Public Health Policy & Systems

Measure	Actual Previous Year	Target Current Year	Actual Current Year	5 Year Target Goal
PH Resource - # meetings with PH partners & stakeholders regarding PH issues	10	10	10	15
Accreditation - # of PHAB accredited Health Dept. in OK	N/A	N/A	N/A	15
PH Partnerships - # certified healthy communities	N/A	N/A	N/A	50
PH Partnerships - # certified healthy schools	N/A	N/A	N/A	17
Workforce - % HR procedures reviewed & updated annually	N/A	50%	50%	100%
Accreditation - % accreditation prerequisites completed for state health department	100%	100%	100%	100%
Health Information Exchange - Successfully receive test messages	N/A	100%	100%	100%
Access - % completion of access to primary care statewide assessment	N/A	100%	100%	100%

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- ### Achievements
- Certified healthy communities and healthy schools legislation passed, criteria established (Released 8/1/11)
 - Tobacco local rights legislation went further than past due in large part to Turning Point and grassroots efforts
 - Top tier accreditation beta test scorer
 - Successful Shape Your Future Launch
 - National award for best internal government web-based application for Step UP system (Performance Mgmt.)
 - 54 out of 59 birthing hospitals in Oklahoma are committed to the *Every Week Counts* campaign and not allowing induced births prior to 39th week

- ### Achievements
- Online searchable inventory database completed and available to public identifying evidence-based or promising practices that address physical activity, nutrition and obesity issues through SHO (OHIP goal)
 - SNAP and WIC participants able to access fruits and vegetables through local farmers markets
 - Release of Oklahoma Children's Health Plan
 - Improved response rates to investigations completed within 15 minutes on immediately notifiable reports
 - 15 Tobacco Settlement Endowment Trust grants to increase physical activity and improve nutrition were awarded (9 coordinated by county health departments)

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Strategic Plan Process

- Implemented QI process during the last quarter of SFY'11
- Improvements for SFY '12 will include:
 - Better developed benchmarks for establishing measures
 - Simplified, more strategic outcomes and action plans
 - Better definitions, tools, training and understanding of processes
 - More Rapid-cycle QI

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3 Barry Smith asked for the Department to provide additional details regarding the data on which mandates the
4 Department is not meeting. Dr. Hartsell provided additional information regarding the mandates not being
5 met as well as an update on the implementation of an information system which would capture data as way to
6 assess if the Department is meeting all the mandates. Acquiring the information system has been
7 approximately a 3 year process and the Department has been selected as a pilot agency to implement the
8 comprehensive information system. The Department is scheduled to begin the pilot process within the next
9 month with an international software and consulting firm. Dr. Krishna inquired as to the Board's
10 responsibility to contact agencies such as CMS if the agency is non-compliant. Dr. Hartsell indicated that he
11 was uncertain of the Board's responsibility, however, the Department is in constant contact with CMS
12 regarding unmet mandates and corrective actions to be taken. Barry indicated it would be beneficial to the
13 Board to have regular updates regarding scorecards across the agency and is important to the Board's
14 oversight role.

15
16 2012 LEGISLATIVE AGENDA & PANEL DISCUSSION: Mark Newman, Ph.D., Director, Office of State
17 and Federal Policy.

18
19 Dr. Alexopoulos welcomed Representative Earl Sears and Senator David Myers to the meeting to discuss the
20 legislative process. Both Representative Sears and Senator Myers briefly introduced themselves and gave
21 brief descriptions of their roles in the Legislature. Both Rep. Sears and Sen. Myers commended Dr. Cline and
22 Dr. Newman for the phenomenal job they do in interacting with both the House and the Senate. Rep. Sears
23 briefly discussed the budgetary issues and reductions faced throughout the state in previous years and Senator
24 Myers briefly discussed the budgetary issues the state will face in the upcoming year.

25
26 Dr. Krishna thanked both Rep. Sears and Sen. Myers for taking the time to address the Board of Health. He
27 asked for feedback from both legislators as to how the Board and Department can help the process of
28 improving health in Oklahoma in the arena of policy. Senator Myers commented that it was important to
29 continue to emphasize the need for physicians in the rural areas of Oklahoma. He added that he felt
30 Oklahoma's health shouldn't be so far behind other states such as Texas, and felt we should place an
31 emphasis on this contrast more than football, for instance. Rep. Sears encouraged the Board and Departments
32 to take every opportunity to invite legislators to come to their organizations or clinics and educate them.
33 The Board and meeting participants briefly discussed the challenges of health education and how to change
34 the focus.

Mark S. Newman, Ph.D., Director, Office of State and Federal Policy
 Presentation to Oklahoma State Board of Health Retreat – August 2011

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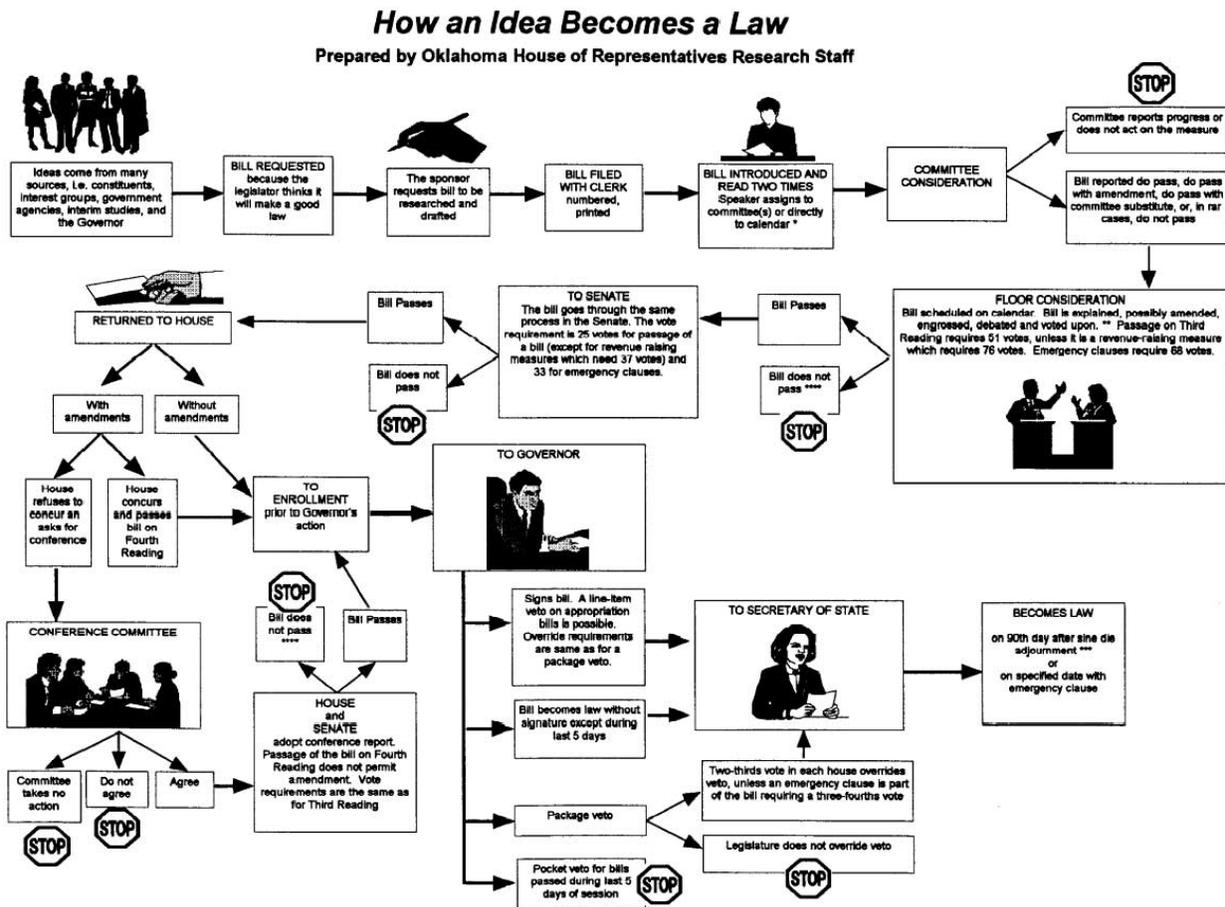
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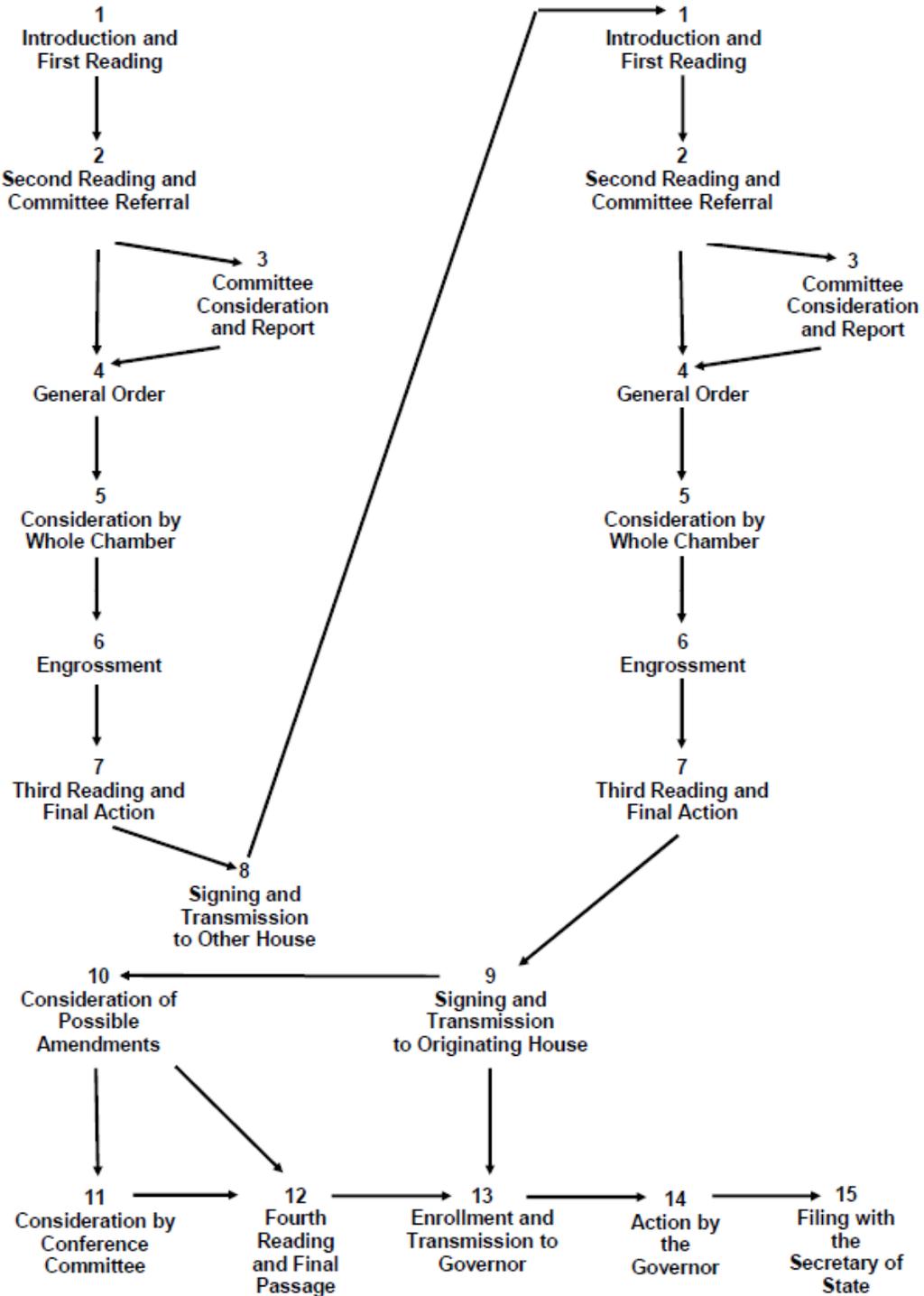
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* The House has used, by rule, a system permitting the Speaker to predesignate measures to committees so that they can consider, but not act officially on them, before the Legislature meets in February.
 ** The House of Representatives also uses a consent calendar. A committee or the Speaker can put a measure on the consent calendar whereby no amendments or debate are allowed.
 *** Frequently, measures will have later effective date provisions such as November 1 or January 1.
 **** House rule provides that for bills which are defeated on final passage in House, bills on that subject may not be considered during the remainder of that Legislature.

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The Path of a New Law in Oklahoma



LEGISLATIVE DEADLINES - 53RD LEGISLATURE

Deadline	2012 Session
Final Date for Requesting Drafting of Measures	Friday, December 9, 2011
Substantive Language	Thursday, December 29, 2011
Final Date for Introduction of Measures	Thursday, January 19, 2012
Session Convenes/Reconvenes	Monday, February 6, 2012
Deadline for reporting House bills and joint resolutions from House committees	
Final Legislative Day for Third Reading and Final Passage of a Measure in House of origin	Thursday, March 15, 2012
Deadline for reporting Senate bills and joint resolutions from House committees	
Final Legislative Day for Third Reading and Final Passage of a Measure in Opposite House of origin	Thursday, April 26, 2012
Adjournment, no later than 5:00 p.m.	Friday, May 25, 2012

Glossary of Legislative Terms

Following is a glossary of specialized terms frequently encountered in the Oklahoma Legislature. Like most other organizations, a grasp of the jargon is required to understand the proceedings on the floor or in committee. This list is, by no means, comprehensive.

ACT: A measure that was passed by both houses of the Legislature and approved by the Governor, became effective without the Governor's signature, passed over the Governor's veto by an override, or was approved by voters by virtue of a legislative initiative, thus becoming law.

ADJOURNMENT: Termination of a daily session, occurring at the close of each legislative day, with the hour and day of the next meeting being set prior to adjournment.

ADJOURNMENT SINE DIE: Final termination of a regular or special (extraordinary) session.

ADOPTION: Approval or acceptance. Usually applied to amendments, committee reports, and resolutions.

ADMINISTRATIVE RULE: A state executive branch agency policy affecting the public, normally promulgated through the Administrative Procedures Act, having force and effect of law once promulgated. Such rules can either be promulgated as permanent, emergency, or preemptive rules.

ADVANCING A BILL: To terminate consideration of amendments or debate by moving to the vote which is a prior motion.

ADVISE AND CONSENT: The process whereby the State Senate is required to approve executive nominations to offices by the Governor.

AGENDA: Schedule of business for a legislative day or a committee meeting.

AMEND: To alter formally by modification, deletion, or addition.

AMENDMENT: Any alteration made or proposed to be made in a bill, motion, or clause thereof by adding, changing, substituting, or omitting.

APPEAL: When the presiding officer rules on a point of order, any

member may appeal the ruling which must be seconded by at least fifteen members for the appeal to receive a vote.

APPORTIONMENT: The process of assigning the number of members of Congress that each state may elect following each federal decennial census. The Oklahoma Constitution uses the term "apportionment" in mandating the decennial redrawing of political districts. While used interchangeably in historical documents with the terms "redistricting" and "reapportionment," the redrawing of political districts is more accurately called redistricting under the "one person, one vote" principle.

APPROPRIATION: A legislative authorization for the expenditure of funds for a specific purpose.

AUTHOR: The member sponsoring a measure introduced in either house (sometimes called "principal author"; see COAUTHOR).

BALANCED BUDGET REQUIREMENT: The prohibition against appropriating funds in excess of the amount certified for appropriation plus available cash.

BIENNIUM: A two-year period of legislative activity, starting with the swearing in of the members of a new Legislature 15 days after a general election.

BILL: Draft of a proposed law presented to the Legislature for consideration (see MEASURE).

BILL HISTORY: A record of all action on any legislative measure.

BILL LIMIT: A limit imposed by a House rule limiting the number of House bills and joint resolutions members may introduce in a regular or special session.

BIPARTISAN: Usually associated with an issue in which members from both parties set aside political differences to support the issue.

BLOC - A group of legislators with common interests who may vote together on matters affecting that interest.

BUDGET: An annual plan for appropriation of available funds to state agencies.

CALENDAR: Printed list of measures or other matters, arranged

according to the Order of Business, scheduled for consideration on a legislative day (printed daily in pamphlet form by the clerk's office of the House of Representatives and Senate).

CALL OF THE HOUSE: Procedure used to compel attendance of members and to compel those in attendance to remain in the chamber.

CALL TO ORDER: The action of the presiding officer that brings the Legislature officially into session. It may also be used to call a disorderly member(s) to order.

CAPITAL EXPENDITURES: Expenditures for durable items such as computers, roads, buildings, and infrastructure.

CARRYOVER LEGISLATION: Legislation held over from the first regular session of the Legislature to the second regular session (from odd-numbered years to even-numbered years).

CASEWORK: Assistance to the constituents of a legislator, normally with a state agency.

CAUCUS: A common term for the informal organization of each party in each house or other grouping of members with a common interest or characteristic interests. Can also be used as a verb meaning "to meet."

CENTRAL PURCHASING: State purchases subject to a competitive bid procedure administered by the Department of Central Services.

CERTIFICATION PROCESS: The process by which the Board of Equalization determines, according to a constitutional formula, how much money the Legislature has available to appropriate for the ensuing fiscal year. The "certification" is one of the keys to the state's "balanced-budget" provisions. Certification of funds takes place in December, is revised in February, and revised again if law changes that affect revenue require it.

CHAIR: Presiding officer of a committee or the chamber.

CHAMBER: Official place where a legislative body meets.

CHRISTMAS TREE BILL: Informal nomenclature for a bill containing a wide variety of amendments providing benefits for members, interest groups, or members' districts.

CLASSIFIED EMPLOYEE: An employee of the executive branch subject to merit protection provisions of the Oklahoma Personnel Act and the Merit System of Personnel Administration. Synonymous to "merit employee."

COAUTHOR: Member of either house added as a sponsor to a measure after it has been introduced (see AUTHOR).

CODIFICATION: The process by which newly enacted law is systematically numbered within the Oklahoma Statutes.

COMMIT: To send or return to a committee. Synonymous to "refer" or "recommit."

COMMITTEE AMENDMENT: An amendment which is attached to a measure by a committee and made part of the committee's report.

COMMITTEE REPORT: The official release of the members of the standing, special, or conference committee on any measure, which is transmitted to one chamber of the Legislature or the full Legislature in the case of a conference committee report.

COMMITTEE SUBSTITUTE: A bill offered by a committee in lieu of a bill it has considered. This "committee substitute" replaces the original bill that was referred to a committee, including conference committees.

COMPANION BILLS: Related legislation introduced in one or both houses.

CONCURRENCE: Action by which one chamber agrees to a proposal or action of the opposite house.

CONCURRENT RESOLUTION: See RESOLUTION.

CONFEREES: Legislators appointed to serve on a conference committee.

CONFERENCE COMMITTEE: An ad hoc or temporary committee, with members from each house, appointed to reconcile differences in a measure that has passed both houses.

CONFERENCE COMMITTEE REPORT: A document submitted to both houses containing the agreements of a conference committee resolving the differences of the two chambers or indicating that conferees could not reach agreement.

CONFIRMATION - The process by which the Senate considers a nomination submitted by the Governor.

CONSENT CALENDAR: Bills placed on this calendar are normally noncontroversial and cannot be amended or debated on the floor.

CONSIDER: To take up a measure, motion, or matter for the purpose of action.

CONSTITUTIONAL RESERVE FUND: The state's "rainy-day fund." General Revenue monies between 100-110 percent of the certified estimate are placed here for emergencies.

CONSTITUENT: A citizen residing within the district of a legislator.

CONTINGENCY REVIEW BOARD (CRB): A board consisting of the Governor, the Speaker of the House, and the President Pro Tempore of the Senate. It has the power to make changes in agencies' appropriations and expenditure limits when the Legislature is not in session, in order to respond to emergencies or unforeseen circumstances.

CONTINUING APPROPRIATIONS: A term sometimes used to refer to agency revolving funds. Since such funds have statutorily established revenue sources and uses, there is no need for them to be appropriated annually.

CONVENE: The assembling of the Legislature or either house thereof.

DEAD MEASURE: A bill or joint resolution that received final action (i.e. failed on third reading or fourth reading on the House floor or received a "do not pass" recommendation from committee). Dead bills may not be heard for the remainder of the two-year legislative cycle.

DEBATE: Discussion of a matter according to parliamentary rules.

DECORUM: The conventions of a legislative body that must be adhered to for maintaining order.

DESK: The desk at the front of the chamber where much of the clerical work of a legislative body is conducted.

DESK IS CLEAR: Statement by the presiding officer prior to a motion to adjourn meaning there is no further business to be conducted.

DIED IN COMMITTEE: Defeat of or no action on a bill by a committee by the appropriate committee deadline.

DIRECT DEMOCRACY: Means by which the people can act as a legislative body. The most well-known of these methods in Oklahoma are the initiative and the referendum processes.

DIVISION: A method of voting or a motion requesting a show of hands or other action when the outcome of a voice vote is unclear or in dispute.

DORMANT MEASURE: A bill or joint resolution that does not move out of committee prior to the deadline or does not move off the House Calendar under General Order prior to the deadline. Dormant bills from the first regular session are available to be heard in the second regular session of a Legislature.

EARMARK: Dedication of funds to a specific fund for a specific program or agency.

EFFECTIVE DATE: Provisions of a bill that specify when the entire act or portions thereof become effective as law. Synonymous to "operative date."

EMERGENCY CLAUSE: A section in a bill which allows the measure to become effective immediately upon the signature of the Governor. A bill without the emergency clause becomes effective 90 days after sine die adjournment, unless a later date is specified therein.

ENACTING CLAUSE: The opening language of a bill beginning "Be It Enacted by the People of the State of Oklahoma."

ENACTMENT: Process by which a measure becomes law.

ENGROSSMENT: The act of preparing an official copy of a bill or resolution as passed by one house, with all changes and amendments included. Engrossment of a measure in the originating house results in the "engrossed" measure. The opposite house's amendments to an engrossed measure will also undergo engrossment.

ENROLLMENT: The process by which a measure is proofed and certified as passed by both houses of the Legislature for signature by the presiding officers for presentment to the Governor or Secretary of State.

EX OFFICIO: Holding another office by virtue of or because of the

holding of the first office.

EXECUTIVE ORDER: A document issued by the Governor regarding the operations of state government.

EXECUTIVE SESSION: A closed meeting of any body for the purpose of confirming executive nominations, considering personnel matters, or conducting other business. Synonymous to "closed session."

EXTRAORDINARY SESSION: A session, other than a regular legislative session, called for a certain date and for specific reasons. Synonymous to "special session."

FEE: An amount allowed by law for an agency to charge for a service or activity which is frequently deposited in a revolving fund for the agency's operational use.

FILIBUSTER: Prolonged debate for the purpose of delaying or preventing action by the Legislature (not allowed by House rules).

FINAL ACTION: Most frequently means Third or Fourth Readings, but it can also refer to the situation provided by House rules that defeats a measure and prohibits consideration of a similar measure during the remainder of the Legislature in the House.

FISCAL IMPACT: The additional or reduced costs or revenues of a measure to the state or other parties.

FISCAL YEAR (FY): The Oklahoma fiscal year is the 12-month period established for State budgeting purposes. It begins on July 1 and ends on June 30. It is labeled according to the calendar year in which it ends. FY-03 refers to the period from July 1, 2002, through June 30, 2003. Thus, the 2003 legislative session will make appropriations for FY-2004. The federal fiscal year (FFY), however, starts October 1 and ends September 30.

FLOOR: That portion of the chamber reserved for members and others granted floor privileges. Also, when a member has been recognized to speak by the presiding officer, the member is said to "have the floor."

FLOOR AMENDMENT: An amendment offered to a measure or another floor amendment, presented by a legislator while the measure is being considered on the floor of that chamber.

FLOOR LEADERS: Legislators designated by the majority (Majority Floor Leader) and minority (Minority Floor Leader) caucuses to manage and schedule the business of the House.

FLOOR SUBSTITUTE: A floor amendment proposing a substitute to the entire printed bill.

F.T.E. (FULL-TIME-EQUIVALENT EMPLOYEES): This is an accounting measure, not a person. One F.T.E. is the equal of one person working full time. Two people each working half-time equal one F.T.E. Since many employees are part-time, this measure gives a more exact count of the employment level of State government than a head count of employees would. For example, in June 1984, State government employed 60,000 people but these amounted to 50,000 F.T.E.

G.C.C.A. (General Conference Committee on Appropriations): This conference committee is made up of members from both the House and the Senate who essentially write the final budget for the Legislature. It convenes late in the session after both houses have passed appropriations bills, in order to resolve any differences between the two houses and to submit, if necessary, compromise versions of the bills. GCCA's work is done with subcommittees on groups of agencies, just as the two appropriations committees' work is. It is staffed by the House Fiscal Division and the Senate Fiscal Division.

GENERAL APPROPRIATION (G.A.) BILL: The bill funding all three branches of State government, but not containing new programs. Unlike most measures, the G.A. bill does not need an emergency clause for it to become effective July 1.

GENERAL ORDER: An order of legislative business in which the House considers bills and joint resolutions which have been reported by standing committees.

GERMANE: Amendments that are relative to a measure. Determination as to whether or not the subject of an amendment to a measure is related to the original subject in the version of a measure filed with the House or related to the matters in a measure referred to a conference committee. The House and joint rules provide a method for challenging amendments that may not be germane to the original measure. Matters that do not fit the definition are "nongermane."

GERRYMANDER: To divide into election districts to give one political party or group an electoral advantage.

GRANDFATHER CLAUSE: Provisions in a bill to make new requirements nonapplicable either temporarily or on a permanent basis to a class of individuals.

HEARING: Scheduled committee meetings to receive testimony on proposed legislation or other legislative matters.

HOLD-HARMLESS CLAUSE: A provision to ensure recipients are not adversely affected by a legislative change.

IMPEACHMENT PROCESS: The bringing of charges against an elected official of the judiciary or executive branch or other officers subject to impeachment. In Oklahoma, impeachment is reserved to the House of Representatives. The officer who is the subject of an impeachment effort is not actually impeached until one or more charges are approved by the House of Representatives. The Senate is charged with the responsibility for trying and judging impeached officials.

INACTIVE MEASURE: A bill or joint resolution that is either dormant or dead. See DORMANT MEASURE or DEAD MEASURE.

INITIATIVE PROCESS: The means by which the electorate can propose a law or constitutional amendment. If properly drafted and with sufficient signatures, the petition will result in a state question that is placed on the ballot for the vote of the people. (See STATE QUESTION.)

INSTRUCTIONS: Directions to a standing or conference committee regarding what is to be included in a measure that binds the conferees from the legislative body from which instructions are issued.

INTERIM: The period from adjournment sine die of one regular legislative session to the commencement of the next regular legislative session.

INTERIM COMMITTEE: A committee created to study legislative proposals or other legislative matters during the time the Legislature is not in session and to make recommendations to the next regular session of the Legislature.

INVESTIGATIVE POWER: Authority of a legislative committee to pursue investigations.

JOINT COMMITTEE: A committee composed of members from each house.

JOINT RESOLUTION: See RESOLUTION.

JOINT RULES: Rules adopted by both houses governing the procedure of the Legislature in matters requiring their concurrent action.

JOINT SESSION: A combined meeting of both houses in one chamber.

JOURNAL: The official record of proceedings of the Legislature detailing actions on motions and votes taken. A corrected, indexed, and bound permanent House Journal is produced at the close of each annual session.

KILLER AMENDMENT: An amendment that might lead to the defeat of a measure somewhere in the legislative process or when it is considered by the Governor.

LAID OVER: The postponement of a matter before the legislative body.

LAME DUCK: Jargon for an elected official who has not been reelected or did not seek reelection and who is serving out the balance of the term.

LAY ON THE TABLE: A postponement of the matter before the house which may be brought up later for consideration by a motion to "take from the table." Synonymous to "tabling."

LEADERSHIP: A group of members recognized by other members to negotiate or devise policy and strategy on behalf of the larger membership.

LEGISLATIVE DAY: A day on which the Legislature convened and actually engaged in business.

LEGISLATIVE HISTORY: Information on the background of legislation that may be used to determine "intent." In Oklahoma, legislative history is chronological.

LEGISLATIVE IMMUNITY: Members' constitutional protections from lawsuits and arrests associated with their legislative duties.

LEGISLATIVE INTENT: Purpose for which a measure was considered.

LEGISLATIVE VETO: A procedure permitting the Legislature, by joint or concurrent resolution, to disapprove an administrative rule.

LEGISLATURE: Two houses or assemblies, which when considered as a whole, constitutes a body with the task of promulgation of law (Nebraska's unicameral Senate is the exception); or the two year term that such bodies may meet (i.e., the Forty-ninth Oklahoma Legislature will meet during the 2003-2004 regular sessions).

LINE ITEM: An amount in an appropriation bill, either referring to a separate appropriation or separate amounts within an appropriation.

LINE-ITEM VETO: The disapproval of a line item by the Governor.

LOBBYING: The process of getting or trying to get legislators or other officials to vote for or against a measure or to take or not take an official action.

LOBBYIST: A person who, voluntarily or for a fee, represents one's self or others in opposing or promoting legislation or other official acts.

LOBBYIST PRINCIPAL: The employer of a lobbyist.

LOGROLLING: Jargon for a legislative tactic in which members build support for their legislation by promising to support the issues of other members or by adding related or nonrelated provisions to a measure.

MAJORITY LEADER: A legislator from the majority party who is a leader of the party in that house.

MANDATE: A requirement from a higher to a lower level of government forcing certain actions, often without any provision for funding of the activity, making it an "unfunded mandate." Also, popular sentiment for or against some issue.

MARKUP: A meeting or series of meetings by a committee during which a measure is amended.

MEASURE: Bill, joint resolution, concurrent resolution or simple resolution.

MESSAGE: Communication from one house to the other, or to or from the Governor concerning legislative or gubernatorial action on bills or resolutions.

MINORITY LEADER: A legislator from the minority party who is its leader in that house.

MINORITY REPORT: A report that reflects the thinking of the members not favoring the majority position on a measure or other document.

MOTION: A formal proposal offered by a member for a procedural action, such as to consider, to amend, to lay on the table, to reconsider, to recess, or to adjourn.

NONAPPROPRIATED FUNDS: A term sometimes used to refer to agency revolving funds. Since such funds have statutorily established revenue sources and uses and continuing authority for appropriation, there is no need for them to be appropriated annually.

NONCODIFIED: Sections of law which do not require permanent inclusion in State statutes such as appropriations sections or matters of a limited-time nature.

NONDEBATABLE MOTIONS: Motions that must be put to an immediate vote without discussion.

NORTH WALL: Area of the House chamber traditionally reserved for the members of the minority caucus.

OKLAHOMA ADMINISTRATIVE CODE: The compilation of executive-branch agency rules promulgated pursuant to the Administrative Procedures Act.

ORDER OF BUSINESS: The sequence of events during a legislative day.

ORDERED REPORTED: A committee's formal action of agreeing to report a measure to its house for floor consideration.

ORGANIZATIONAL SESSION: A one-day legislative session at the beginning of each new Legislature designed to allow for election of legislative officers and other matters in preparation for the first regular session.

OUT OF ORDER: Conduct or activity not in accord with appropriate parliamentary rules and procedures.

OVERRIDE: To pass a bill after the Governor has vetoed it (two-thirds vote of each house; three-fourths vote on emergency measures).

OVERSIGHT: Legislative review of state agency operations.

PACKAGE VETO: The veto of an entire measure prior to the last five days of a session.

PARLIAMENTARIAN: Advisor to the presiding officer on the interpretation of the House's rules and procedures.

PERSONAL PRIVILEGE: An act by which a member delivers comments before a legislative body defending that body collectively or members individually which do not subject the member to libel or slander charges.

POCKET VETO: Failure of the Governor to sign a measure passed during the last five days of a regular or a special session. (see VETO).

POINT OF ORDER: An objection raised by a legislator in which it is charged that the rules of procedure are being violated and a demand that the rules be enforced.

POPULAR TITLE: An unofficial name for a bill or act such as the "Make My Day" act.

PORK OR PORK BARREL: Pejorative term for funds to benefit a (or another) legislator's district.

PRECEDENT: A previous ruling on a parliamentary matter or a long-standing practice or custom of a house.

PREDESIGNATING BILLS: A system provided for by House rules that enables committees to start considering legislation in January based on the Speaker's intended assignments of prefiled bills.

PREFILED BILLS: A bill filed with the appropriate chamber by a member prior to the official convening of a session. NOTE: Statutes permit members in the new Legislature to file legislation fifteen days following the general election.

PRESENTMENT: A requirement that a bill or joint resolution be sent to the Governor for action prior to the bill being enacted.

PRESIDING OFFICER: The individual in a formal meeting authorized to maintain order and decorum, recognize members to speak or offer motions, and apply and interpret the house's rules, precedents, and practices.

PREVIOUS QUESTION: A nondebatable motion which, if approved, cuts

off further debate, additional amendments, and brings the pending matter to an immediate vote.

PRINTED BILL: The version of a measure prepared for final action of a house.

PRIOR MOTION: A motion with a greater precedence over another motion.

PUBLIC HEARING: House rules enable one-half of the members of a committee with the principal author to force a bill to be considered.

QUESTION: Any matter on which there is a vote, such as passage of a bill or amendment.

QUORUM: The required number of members present to transact business.

RAINY DAY FUND: See CONSTITUTIONAL RESERVE FUND.

READINGS: Presentation of a measure before one of the houses. "Every bill shall be read on three different days in each house..." (Constitution, Art. V, Sect. 34)

REAPPORTIONMENT: The allocation of seats in a legislative body (such as Congress) among established districts (such as states), where the district boundaries do not change but the number of members per district does. (See REDISTRICTING.)

REAPPROPRIATION: Legislative action permitting the remainder of an appropriation to remain available for expenditure for the same or different purposes.

RECEDE: Withdraw from an amendment or position on a matter.

RECESS: An interruption in a legislative day or session that does not end it.

RECOMMIT: To send back to committee.

RECONSIDER: To consider again a vote on any action previously taken by the Legislature.

RECORDED VOTE: A vote in which the ayes and nays are kept by name.

RECOGNIZE: The presiding officer recognizing a member to speak. At that point, the member "has the floor."

REDISTRICTING: The drawing of new political district boundaries.

REFERENDUM: The method by which a measure passed by the Legislature must be submitted to a popular vote to be approved or rejected in whole or in part. (See STATE QUESTION.)

REFERRAL: The assignment of a measure to committee(s).

REPEAL: To delete from the statutes an existing section of law. Legislative measures will provide only statutory citations for laws being repealed in the "repealer clause" found near the end of the measure.

REPORT: To approve by committee.

REQUEST BILL: Legislation introduced by a legislator at the request of an interested party.

RESCIND: Annulment of a previous action.

RESOLUTION:

Joint Resolution: Passed by both houses and has the force and effect of law. It may be used when a law of a temporary character is proposed. Joint Resolutions are also used to propose amendments to the Oklahoma Constitution.

Concurrent Resolution: Expresses the intent or will of both houses and is adopted by both houses. It does not have the force of law. This form is used to memorialize Congress on particular matters, to request action of State officials and departments, and for similar purposes.

House Resolution: Expresses the intent or will of the House and does not have the force of law. It is used for the same purposes as a concurrent resolution.

REVENUE-RAISING MEASURE: A measure whose principal object is to raise revenue or levy taxes.

REVOLVING FUND: Sometimes called special, continuing, or earmarked fund. It is a statutorily created fund to which monies that are deposited can be spent on a continuing basis without a specific annual appropriation by a specific agency and for a specific purpose.

ROLL CALL: A call of the roll to determine the presence of a quorum.

ROLL CALL VOTE: A vote in which each member votes so that their vote is recorded.

RULES: Methods of procedures of a house or the Legislature.

SENATORIAL COURTESY: The Senate's practice of declining to confirm a nomination for an office unless the nominee's senator approves.

SESSION: The period during which the Legislature meets.

Regular Session: The annual session.

Daily Session: Each day's meeting.

Joint Session: The meeting of the two houses together.

Extraordinary or Special Session: Prior to November 4, 1980, only the Governor could call the Legislature into special session and only such subjects as the Governor designated could be acted upon, with the exception of impeachment. A constitutional amendment was passed at the 1980 General Election which allows the Legislature to be called into special session by a two-thirds vote of the members of each house for such purposes as may be specifically set out in the call.

SESSION LAWS: A bound volume containing all laws enacted by one session of the Legislature (see STATUTES).

SHELL BILL: A measure introduced with amendments having little or no substantial effect which may later be used as a vehicle for more substantive legal changes.

SHORT TITLE: The official name of some portion of the Oklahoma Statutes such as Administrative Procedures Act or Open Meetings Act.

SHOW OF HANDS: When a voice vote is called into question by the chair or a member, the member presiding may ask for members, either for or against a question, to raise their hands in order to conduct a count.

SHUCKED BILL: A measure which has been so greatly changed from its original subject that the current language bears no relation to the original. For determination of whether there is a violation of the House's rule against shucked bills, the measure filed in the House is the reference

document.

SIMPLE MAJORITY: One member more than half of those voting on a matter.

SINE DIE ADJOURNMENT: Adjournment "without day" being set for reconvening. Final adjournment of a session of the Legislature.

SOUTH WALL: Area of the House chamber traditionally reserved for the members of the majority caucus.

SPEAKER: A representative elected by other members to preside over the House, with powers and duties prescribed by law and House rules. The individual presiding over the House of Representatives while in session is addressed as Mr. or Madam Speaker, even if the person is not the elected Speaker.

SPEAKER PRO TEMPORE: A representative elected by the members to preside in the absence of the Speaker.

SPECIAL COMMITTEE: A committee created for a limited purpose or time.

SPECIAL AND LOCAL LAWS: Section 46, Article V of the Oklahoma Constitution defining classes of legislation (ranging from granting of divorces to fixing the rate of interest) that can only be considered after notice of the intended introduction has been advertised for four consecutive weeks in the city or county that would be affected.

STANDING COMMITTEE: A committee established in a house for consideration of legislation.

STATE OF THE STATE MESSAGE: The customary delivery of the Governor's message on the budget and legislative priorities at the beginning of a regular session.

STATE QUESTION: A proposed referendum or initiative containing changes in law or the Oklahoma Constitution which, if properly prepared, will be submitted to a vote of the people.

STATUS: The location of a measure in the legislative process.

STATUTES: Compilation of all State laws presently in effect, prepared in volumes by West Publishing Company. These include the seven-volume

2001 Oklahoma Statutes and the supplement containing the revisions since 2001 (see SESSION LAWS).

STRICKEN TITLE: Often a member of one of the houses will "strike the title" as an amendment. This "cripples" the bill so that the house of origin will be able to consider the legislation again before it is acted upon in its final form.

SUBSTANTIVE BILL: A measure not containing fiscal matters.

SUBSTITUTE: An amendment proposing the replacement of the entire text of a measure or amendment.

SUNSET DATE: Termination of an entity unless otherwise extended by the Legislature.

SUNSET REVIEW: Sunset Review refers to the automatic termination of the existence of numerous boards, commissions and agencies, already provided for by statute, unless the Legislature decides to continue their existence. A joint committee of five members from each house examines each agency scheduled for review and recommends action to the Legislature.

SUPPLEMENTAL APPROPRIATIONS: A mid-year appropriation.

TABLE: To lay aside a motion, usually with the intention of postponing or shelving the matter indefinitely.

TASK FORCE COMMITTEES: Small number of legislators appointed to meet during the interim with State boards to learn about the activities and problems of State agencies.

TITLE: A concise statement accurately expressing the contents of a bill, prepared as a preface to the bill as required by the constitution.

UNANIMOUS CONSENT: A motion when there appears to be no opposition to the action before the body, thereby not requiring a formal vote.

UNFUNDED MANDATE: The imposition of legal requirements from a higher level of government without funding for their costs.

USER FEE: A fee charged to users of goods or services.

VETO: The action provided by the Oklahoma Constitution whereby the Governor refuses to approve a bill or joint resolution and prevents its enactment.

VOICE VOTE: Oral expression of the members when a question is submitted for their determination. Response is given by "ayes" or "nays," and the vote is announced according to the chair or presiding officer's judgment.

VOTING RECORD: A member's voting history on one or more issues.

WELL: The area where the center podium is located in the House chamber. This podium is used for presentations and momentous occasions.

YIELD: Relinquishing of the floor by one member to another member to speak or ask a question.

Versions and Amendments

The language of legislation appears in various forms. Officially submitted language is available on the House website, the House Committee Calendar, the House Floor Calendar and BTOOnline. Below is a brief explanation of the designations used and their next step in the process. Examples are appended.

Introduced (int)- The original language of a bill as filed by the principal author. *Next Step- The bill will likely be assigned to a committee.*

Proposed Subcommittee Amendment (subamd)- A proposed change to a bill, offered in subcommittee. *Next Step- The subcommittee may consider the change.*

Proposed Subcommittee Substitute (subpcs)- A proposed committee amendment which substitutes the entire contents of the introduced version with new or varying language, offered in subcommittee. *Next Step- The subcommittee may consider the amendment.*

Subcommittee Recommendation (subrec)- Changes adopted in subcommittee are drafted into a substitute version for the full committee. *Next Step- The full committee may consider the recommendation.*

Proposed Committee Amendment (fullamd)- A proposed change to a bill, offered in a full committee. *Next Step- The committee may consider the amendment.*

Proposed Committee Substitute (fullpcs)- A proposed committee amendment which substitutes the entire contents of the introduced version with new or varying language, offered in full committee. *Next Step- The committee may consider the amendment.*

Committee Substitute (cs)- Substantive changes adopted in committee are drafted into a committee substitute and attached to the committee report. *Next Step- The committee substitute will become the House floor version and may be considered by the full House.*

House Floor Version (hflr)- The version of the bill that is available for consideration by the full House. If the bill was assigned to committee, it will be the version approved by the committee. *Next Step- The full House may consider the bill.*

Floor Amendment (FA1)- A proposed change to a bill, offered to the floor version—also known as a “main amendment.” *Next Step- The full House may consider the change.*

Floor Substitute (FA1)- A proposed floor amendment which substitutes the entire contents of the floor version with new or varying language—also known as a “main amendment.” *Next Step- The full House may consider the amendment.*

Amendment to the Amendment (FA1-A1)- An amendment which amends a main amendment. *Next Step- The full House may consider the amendment.*

Engrossed (enr)- The version of a bill upon its passage from the house of origin. *Next Step- This version moves to the opposite chamber for consideration.*

Senate Amendments to House Bill (sahb)- Amendments passed in the Senate on a bill originating in the House. *Next Step- The House may consider accepting or rejecting Senate amendments.*

House Amendments to Senate Bills (hasb)- An amendment passed in the House on a bill originating in the Senate. *Next Step- The Senate may consider accepting or rejecting House amendments.*

Conference Committee Report (ccr)- The report detailing amendments accepted by the conference committee, which may include a conference committee substitute. The report includes signatures of members appointed to the conference committee. *Next Step- the house of origin may adopt the report and send it to the opposite chamber for consideration.*

Conference Committee Substitute (ccs)- An amendment which substitutes the entire contents of the bill with new or varying language, offered by a conference committee. *Next Step- the house of origin may adopt the conference committee report containing the substitute and send it to the opposite chamber for consideration.*

Enrolled (enr)- The final version of a bill that is sent to the Governor for signature.

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Examples of Versions and Amendments provided.

REGISTER PUBLICATION DATES AND FILING DEADLINES FOR RULEMAKING
for 2011-2012 Board of Health Meeting Dates
(2012 Meeting Dates are Tentative)

2010 BOARD OF HEALTH MEETING DATES	RULE NEED PRESENTED TO SENIOR LEADERSHIP FOR INITIAL REVIEW	NRI SUBMITTED FOR OGC PUBLICATION REVIEW w/ RULE	RULE PRESENTED TO SENIOR LEADERSHIP FOR SUBMISSION TO REGISTER	Rule to ARL for Final Submission Prep	NRI SUBMISSION DEADLINE TO OFFICE OF ADMIN RULES	OR REGISTER PUBLICATION DATE	PUBLIC HEARING HELD	FINAL RULE TO ARL thru OGC	COMMENTS FROM THE PUBLIC HEARING PROVIDED TO SENIOR LEADERSHIP	BOARD PACKET MATERIALS DEADLINE TO BOARD SECRETARY
Tue-Oct-11-2011	At earliest	Mon-Jun-13-2011 Legislative approval during 2012 session	Mon-Jun-27-2011	Sat-Jul-02-2011 ~ 7 days	Sat-Jul-09-2011 Six days prior to acceptance deadline 65:10-9-3 65:10-11-1 ~3days	Mon-Aug-01-2011 If permanent rule adversely affects: small business, ARL submits proposed rule to Small Business Review Committee no later than this date Publication at least 30 days prior to hearing. ~ 16 days FEE LETTER If Rule Establishes or Fee(s): submit justification letter and support documents to Gov et al; submit to Rule Liaison for Legal review & Commissioner's signature by register publication or convening of session [74:3117] NRI RULES AND RULE IMPACT STATEMENT POSTED TO WEB PAGE If Rule Establishes or increases Fee(s): submit justification letter and support documents to Gov et al; submit to Rule Liaison for Legal review & Commissioner's signature by register publication or convening of session [74:3117]	Wed-Sep-07-2011 At least 30 days following date Notice published in Register [75:303(C)(2)] ~30days	Mon-Sep-12-2011 If comment made changes	Mon-Sep-19-2011 Include revised RIS (if needed) & transmittal memo for final approval & routing to Board if no changes ~6days	Tue-Sep-27-2011 Submit final file to ARL in MSWORD. Check that this is same version provided to Board Secretary ~7days
Tue-Dec-13-2011	At earliest	Mon-Aug-08-2011 Legislative approval during 2012 session	Mon-Aug-22-2011	Fri-Sep-02-2011	Fri-Sep-09-2011	Mon-Oct-03-2011	Wed-Nov-09-2011	Mon-Nov-14-2011	Mon-Nov-21-2011	Tue-Nov-29-2011
Tue-Jan-10-2012	At earliest	Mon-Sep-12-2011	Mon-Sep-26-2011	Sat-Oct-01-2011	Sat-Oct-08-2011	Tue-Nov-01-2011	Wed-Dec-07-2011	Mon-Dec-12-2011	Mon-Dec-19-2011	Tue-Dec-27-2011
Tue-Feb-14-2012	At earliest	Mon-Oct-17-2011	Mon-Oct-31-2011	Wed-Nov-02-2011	Wed-Nov-09-2011	Thu-Dec-01-2011	Wed-Jan-11-2012	Mon-Jan-16-2012	Mon-Jan-23-2012	Tue-Jan-31-2012
Tue-Mar-13-2012	At earliest	Mon-Nov-14-2011	Mon-Nov-28-2011	Fri-Dec-02-2011	Fri-Dec-09-2011	Wed-Jan-04-2012	Wed-Feb-08-2012	Mon-Feb-13-2012	Mon-Feb-20-2012	Tue-Feb-28-2012

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Dr. Bacigalupo asked attendees to break out into groups for 25 minutes to discuss the reasonable objectives for the 2012 Legislative Agenda. The question presented each group was “ What do you think are realistic, achievable legislative priorities we need to focus on this coming session”?

Key Bullets recommended from breakout group discussions:

- 1 • Restore local rights by repealing all preemptive clauses in the Smoking in Public Places and Indoor
- 2 Workplaces Act
- 3 • Assure health education is taught in all state public schools during grade six, seven, or eight, in
- 4 accordance with the Priority Academic Student Skills for Health and Safety. The suggestion was made
- 5 to change health education to wellness education. It was also suggested that health education be taught on
- 6 a more comprehensive level with high risk groups.
- 7 • It was suggested that the Department utilize the residency programs in both OU and OSU to get
- 8 physicians and hospitals to come forward to begin promoting the acceptance of HB 2135.
- 9 • Strengthen the graduated driver’s license law to prohibit the use of hand held electronic devises while
- 10 driving except for life threatening emergency purposes for all drivers under eighteen years of age.
- 11 • Rework the state school allocation formula to allow schools to operate after hours and encourage after
- 12 school programs.

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SHAPE OUR FUTURE UPDATE: Julie Cox-Kain, M.P.A., Chief Operating Officer

5320 Shape our future

Shape Our Future Update
Board of Health Retreat
August 20, 2011

Shape Our Future Update

Oklahoma could save **5320** lives each year by just meeting the national average on health indicators.

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Shape Our Future Update

- 5320 campaign was created as a result of the release of the Oklahoma Health Improvement Plan (OHIP)
- Teaser campaign designed to encourage interest in Oklahoma’s poor health rankings
- Communication/marketing methods required participation of businesses and community partners
- Partnership between OSDH/TSET

Shape Our Future Update

- Nearly 20 media partners & more than \$200,000 in donated media
- More than 200 community partners distributed and displayed signs, t-shirts, coasters, table tents and other materials with 5320
- Nearly all major TV, radio and newspapers in Oklahoma covered the 5320 campaign
- Utilized social media like Twitter (whatis5320) to perpetuate discussion

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Shape Our Future Update

- In Glencoe, the Superintendent of Schools put "5320" on school signage and as a result, board members, faculty members and parents asked him what it meant. [This has opened the door to discussions on organization of a new SWAT (Students Working Against Tobacco) program in the high school.]
- In Enid, "5320" prompted employees of St. Mary's Regional Medical Center to meet to discuss how to empower employees to lead healthier lives, including opening up their Cardiac Rehab unit for employees to use after hours.
- In Atoka, Ameristate Bank inserted a rolling "5320" in display board behind their tellers, Sonny's Country Mart put "5320" stickers on their produce, and Atoka Main Street Web site included a "5320" teaser on their community mailout.

Shape Our Future Campaign Launched February 14, 2011

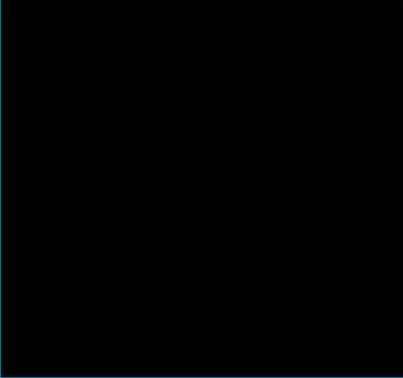


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5,320 Launch Video



Shape Our Future Update

- **Social Marketing Campaign Focused on Oklahoma Health Improvement Plan Flagship Issues:**
 - Reduce Obesity
 - Prevent or Reduce Tobacco Use
 - Improve Children's Health
- **Initial Media Campaign Focused on the Following:**
 - Supporting OHIP policy agenda
 - Branding Shape Our Future logo
 - Positive Testimonials
- **Multiple Partners Have Requested the Use of the Shape Our Future Logo**

5

6

Shape Our Future Update

What's Next? Shape Our Future will Become the Umbrella Campaign for Multiple Wellness Initiatives

1. **Statewide Media Campaign**
 - TSET Media Budget - \$1,000,000
 - Key Message - You Can Live a Healthy Lifestyle on Any Budget
 - Nutrition – Vegetable and Fruit Consumption
 - Physical Activity – Recommended Daily Activity Amounts
 - Tobacco – Positive Messages and Testimonials
 - Specific Messages Under Development and Testing

Shape Our Future Update

What's Next? (Continued)

2. **Primary Logo & Media Messages for Local Efforts**
 - TSET Funded Physical Activity & Nutrition Grants
 - Turning Point Communities
3. **Parent Logo For Certified Healthy Program**
 - Certified Healthy Business
 - Certified Healthy Communities
 - Certified Healthy Schools

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Shape Our Future Update



ChooseMyPlate.gov

Shape Our Future Update



ShapeYourFutureOK.com

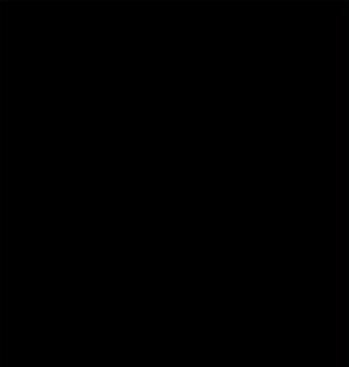
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Shape Our Future Update

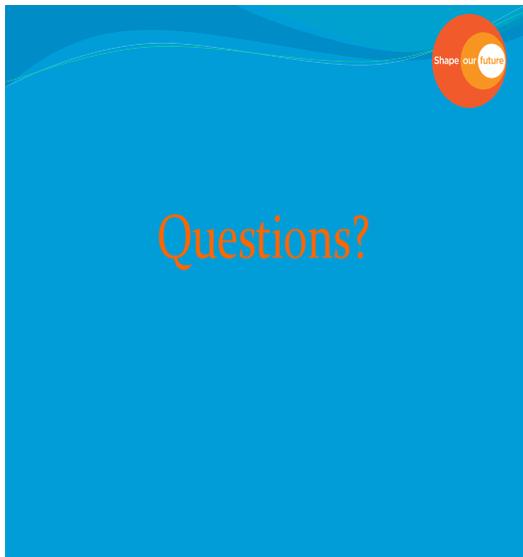


ACCORD IS SHINING BRIGHTER. FOR ALL OF US. BRIGHT SPOT certified healthy

Shape Your Future TV



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1
2 The presentation concluded.

3
4 ORGANIZATIONAL STRATEGIC ALIGNMENT: Dr. Arnold Bacigalupo, Ph.D., & Terry Cline, Ph.D.,
5 Commissioner of Health

6
7 Dr. Cline briefly described the requirement for the Oklahoma State Board of Health to approve any
8 organizational chart changes to the Oklahoma State Department of Health (OSDH). He indicated that the
9 OSDH has focused on how to best structure ourselves to be most successful in achieving our strategic
10 objectives and goals. Board members and meeting participants were given copies of the current OSDH
11 organizational chart as well as the proposed changes. He briefly described the proposed changes under the
12 Office of the Chief Operating and the rationale for the proposal. The requested changes are as follows:

- 13
14 • Consolidation of the administrative services (Chief Financial Officer, Office of Human Resources,
15 Information Technology, and Building Management) and reporting to a new the newly created position
16 of Administrative Director.
- 17 • Creation of a new unit titled Center for the Advancement of Wellness, in which Tobacco and Obesity
18 services would be located. He briefly discussed the need to integrate tobacco and obesity in order to
19 maximize our resources.
- 20 • Creation of a new unit titled Health Planning & Grants. This unit would allow the Department to better
21 coordinate application of federal grants and funding.
- 22 • Move Community Development Services to the Office of the Chief Operating Officer from Community
23 & Family Health Services.

24
25 **Dr. Krishna moved Board approval of the proposed organization changes presented on August 20,**
26 **2011. Second Mrs. Wolfe. Motion carried.**

27 **AYE: Alexopulos, Burger, Davis, Gerard, Krishna, Smith, Wolfe,**

28
29 Dr. Bacigalupo asked the Board to think about clarity in the role and function of the Board members for
30 the following day's discussion. He further explained that effectiveness, efficiency, and board
31 membership wellness is importance. Board development is important, and a good example of board
32 development would be the presentation given by Dr. Newman. Lastly, he asked the Board members to
33 think about their needs in terms of Board development.

1 NEW BUSINESS

2 None.

3
4 WRAP UP DAY TWO AND CLOSE

5 The meeting adjourned at 3:32 p.m

6
7 ROLL CALL

8
9 Members in Attendance: Jenny Alexopoulos, D.O., President; Murali Krishna, M.D., Vice-President; Cris
10 Hart-Wolfe, Secretary-Treasurer; Richard G. Davis, D.D.S.; Terry R. Gerard, D.O.; Martha A. Burger.

11
12 Members Absent: Ronald Woodson, M.D., Reverend Alfred Baldwin.

13
14 Staff present were: Terry Cline, Commissioner; Julie Cox-Kain, Chief Operating Officer; Henry F. Hartsell,
15 Deputy Commissioner, Protective Health Services; Steve Ronck, Deputy Commissioner, Community and
16 Family Health Services; Pam Archer, Interim Deputy Commissioner, Prevention and Preparedness Services;
17 Mark Newman, Office of State and Federal Policy; Don Maisch, Office of General Counsel; Commissioner's
18 Office: VaLauna Grissom, Diane Hanley, Janice Hiner.

19
20 Visitors in attendance: See list

21
22 Call to Order and Opening Remarks

23 Dr. Alexopoulos called the meeting to order at 8:33 a.m.

24
25 Dr. Alexopoulos opened the floor to discussion regarding the roles and responsibilities of a Board member.
26 She indicated that many of the Board members have served on the Board for a number of years, however,
27 there are new Board members and would like to hear the perceptions of each.

28
29 Dr. Gerard indicated that he believed his role as Board member is an opportunity to serve Oklahoma and
30 represent his region of Oklahoma.

31
32 Dr. Davis stated he felt this was an opportunity to serve on an oversight committee. He added that he felt the
33 Board members were required to oversee the decisions of the professionals within the Health Department and
34 represent the public.

35
36 Mrs. Burger indicated she perceived at least a portion of her role was to provide support from the business
37 community in making legislative changes to impact health.

38
39 There was discussion among Board members in terms of learning the roles and responsibilities within the
40 first few years of appointment. Mrs. Wolfe reflected on past retreats and the challenge to integrate the goals
41 and objectives of the Board of Health and the Department of Health.

42
43 Dr. Krishna discussed two important functions of the Board members. He added the first was to protect the
44 health and well-being of the citizens of Oklahoma. The second role is wellness and affecting change in
45 society. He explained that his initial expectations and timeframe for this change was not realistic but the
46 Board was headed in the right direction.

47
48 Mr. Smith pointed out the challenges of previous Board's and his expectations of an oversight Board. He
49 added that the benefit of serving is making a difference in the health of the state. He went on to say that he
50 believes the Board should continue to challenge itself and the Department to improve health outcomes. He
51 contrasted the updates in previous years to the Strategic Plan update given on 8/20/2011 in which the
52 Department clearly identified a shortfall in meeting mandates and a plan for correction. He commended the

1 Department for recognizing the shortfall, developing and a corrective plan, and bringing the update to the
2 Board.

3
4 Dr. Cline commended the Board and their leadership, stating that they have become a model for other Boards
5 within the state. Dr. Newman agreed, adding that the Legislature recognizes how engaged the Board is, which
6 makes his job much easier.

7
8 The Board discussed the need for a basic PowerPoint presentation for each of the Board members to include
9 a condensed version of the State of the State's Health report, what the Department is doing, and how you can
10 make a difference.

11
12 Mr. Smith indicated the need for discussion regarding Board committees as a result of the Board self-
13 assessment survey. Dr. Cline thanked the Board for engaging in this self evaluation process. He went on to
14 describe the committees and their functions are laid out in the by-laws of the Board but it is important for the
15 Board to occasionally revisit the purpose and the function.

16
17 Dr. Krishna asked the newest Board members, Dr. Davis, Mrs. Burger, and Dr. Gerard to provide feedback
18 on the committee structure. There was discussion regarding the Finance Committee and the responsibilities
19 of each Board with regard to the agency budget. The Board also suggested rotating members to each
20 committee. The Board agreed that the entire Board would receive the Finance Committee reports.

21
22 Dr. Alexopoulos thanked Dr. Cline for the extraordinary impact he has made in the short amount of time as the
23 Commissioner of Health. She also thanked Dr. Newman for his professionalism and liaison with the
24 Legislature. Dr. Alexopoulos and the Board also thanked Dr. Bacigalupo.

25
26 NEW BUSINESS

27 None.

28
29 PROPOSED EXECUTIVE SESSION

30 None.

31
32 ADJOURNMENT

33 **Ms. Wolfe moved to adjourn. Second Dr. Davis. Motion carried.**

34 **AYE: Alexopoulos, Burger, Davis, Gerard, Krishna, Smith, Wolfe,**

35
36 The meeting adjourned at 10:19 a.m.