



Executive Committee Meeting Agenda. Date: November 4, 2019 - Time: 8:30 a.m. – 10:00 a.m.

In Attendance: **Galli Murray, David Westbrook, Donald Erickson, Kirk Wolfe, Jerry Gabay, Meghan Crane, Laura Rose Misaras, Ryan Price, John Seeley, Kimberlee Jones, Juanita Aniceto; Jill Baker, Staff: Annette Marcus (Alliance); Emily Morrissey (YYEAB) Linda Hockman (consultant)**

Time	Agenda Item	Who/What	Materials/Notes
8:30	Welcome	Introductions and Announcements	David welcomed members. No announcements.
8:35	OHA Updates	Jill Baker/Meghan Crane	<p>Jill</p> <ul style="list-style-type: none"> • Update on progress for releasing/posting RFPs: Sources of Strength RFP has posted; RFPs for QPR and Peer TalkLine will post today; ASIST/SafeTALK will post in approximately 2 weeks. Jill has 3 to 5 people who volunteered per RFP to read the proposals. She’s hoping contracts will be out by early February. • The Connect postvention contract has come through and will be sent to AOCMHP. • Filling the new OHA suicide prevention position is in progress; completing background checks now and anticipate the new hire will be on board around first of the year. <p>Action: Jill to send out update on hiring of new Adult Suicide Prevention position.</p> <ul style="list-style-type: none"> • A request has been sent to Director Allen for membership appointment letters for those members whose letters are not on file. Jill will vet these with the Executive Committee when she has received them. • Part of POP was for psychological autopsies. This funding will be administered through Public Health, Meghan Crane. Jill will receive training in this process as well. The Alliance is not currently involved, however, may be in the next YSIPP. • Jill explained that the continuing education requirement will not be part of OHA’s official legislative concepts for the next long session. The CEU concept may have a better chance of moving forward through the Alliance. Jill will provide updates at the next executive committee meeting regarding OHA’s legislative priorities. Jill noted that it is important to include a process for measurement to determine what is working. Keep on radar as concepts are developed. <p>Action: David notes that it is time for the Alliance to begin developing legislative agenda for the long session (FY2020-21).</p>

			<p>Meghan</p> <ul style="list-style-type: none"> • Oregon Healthy Teens Survey – Results of the 2019 questionnaire will be out in the next couple of weeks. • Update on 3090 and the discharge rules-this legislation touches several divisions of OHA and the payment mechanism is through the Consumer division. A meeting is set up later this week to clarify how this process will work among different divisions and to have clear leadership in place. Meghan will report back on internal next steps. • New Garret Lee Smith (GLS) Funding—working with AOCMHP and CLOE public health association to determine selection process for next round of GLS funding. RFP will be posted January 2020, funding will run from July 2020– June 2024.
8:50	Members Survey	<p>John Seeley Discuss results of member survey</p>	<p>There was a very low return: 23 respondents (approximately 60 received the survey). John is concerned about the response rate as a measure of engagement. Of the 23 respondents, 57% actively engaged in a committee or advisory group.</p> <p>John reviewed a few key themes:</p> <ul style="list-style-type: none"> • It is Important to have a clear onboarding process and orientation for new members. • Highly endorsed items included increasing diversity of membership and increased youth/young adult engagement. • Need to do a better job of maintaining awareness of positive work of the Alliance. <p>John wonders about changing methodology to get better response rate which will help identify trends, priorities. John shared how the peer mentor efforts within the U of O graduate program supports new grad students. Juanita shared that YEA has a similar onboarding process for incoming peers. John also suggested using shorter surveys and reporting of results quarterly.</p> <p>Action. Galli, Annette and David will meet to develop a better onboarding process for new members and report back to the exec. (Perhaps, as new members come on they have a one-to-one meeting with staff and with exec members.)</p>
9:05	By-Laws	<p>David Westbrook Review revisions to previously approved by-laws</p>	<p>Reviewed draft changes to by-laws, comments and edits were made in the draft.</p>

			<p>Action: Email suggested changes to Annette and copy the executive committee by November 11, staff will send out changes/updates to executive committee members by Nov. 18 for discussion at the December executive committee meeting for a vote.</p> <p>Action: Send suggestions for locations for June Meeting to Annette by Nov. 18th and executive committee will review suggestions at next meeting.</p>
9:25	Outreach to Rural Areas and Location June Meeting	Annette Marcus Choose location June meeting; discuss whether workgroup or special outreach needed to rural communities	Due to extended discussion on bylaws, this item was tabled.
9:35	Committee Business	Committee Chairs Progress/Barriers	<p>SMART Goals</p> <p>Due to the extended discussion on bylaws, this item was tabled.</p> <p>Action: Annette will coordinate with committee chairs to prepare progress reports for the quarterly full Alliance meeting.</p>
9:45	Quarterly Meeting	Finalize Quarterly Meeting Agenda	<p>Due to the extended discussion on bylaws, this item was tabled.</p> <p>Action: Annette will draft agenda for quarterly meeting and email to executive committee for comments and suggestions.</p> <p>*Proposed topics: Work towards CEU's (Forefront)</p> <p style="padding-left: 40px;">Approve by-laws</p> <p style="padding-left: 40px;">Presentation Washington County (re decrease in suicides, and Dr. Kim Repp our Epidemiologist who received a national award for her work on suicide prevention in Washington County?)</p> <p style="padding-left: 40px;">Update on progress re Adi's Act</p> <p style="padding-left: 40px;">OHA update</p> <p style="padding-left: 40px;">Results of member survey and next steps</p> <p style="padding-left: 40px;">Healthy Teen Survey Results</p> <p style="padding-left: 40px;">Youth Engagement Paper and Agreements</p>
10:00	Adjourn		The meeting adjourned at 10:05
	Action Items from Previous Meetings in Red. Progress	<p>Action: Continue to refine youth engagement paper and present at December quarterly meeting.</p> <p>Action: Bylaws workgroup to review and align membership requirement section. Group met and revised by laws for approval by the executive.</p> <p>Action: Form Lethal Means workgroup and workgroup of loss and attempt survivors. Meeting set for Nov. 7.</p>	

	on Action Items in Blue.	Action: committee members to send feedback on youth engagement doc to Annette. Juanita to join the youth engagement workgroup. Members have submitted names of a couple of potential youth members to Jill and Emily. Jill is working on getting the appointment letter for Juanita.
--	---------------------------------	--