



Oregon Alliance to Prevent Suicide¹ Bylaws

Background on the Alliance

Suicide, a major public health issue nationally, ~~and in Oregon has been either the first or is the~~ second most common cause of death for youth and young adults up to age to 24 ~~for many years in Oregon.~~

In 2014, the Oregon State Legislature mandated development of a ~~five-5~~ year plan to address Oregon's high rate of suicide among individuals aged 10 through 24. The Oregon Youth Suicide Intervention and Prevention Plan (YSIPP) was signed by the Oregon Health Authority (OHA) and submitted to the Legislature in January 2016. The YSIPP ~~2016-2020 included an objective to create -calls for the creation of~~ the Oregon Alliance to Prevent Suicide ~~to oversee and coordinate suicide prevention activities statewide. The first Alliance members were appointed by OHA's Director in 2016. to develop a public policy agenda for suicide intervention and prevention across agencies, systems, and communities.~~

In 2019 Oregon's legislature passed SB 707 which put ~~the Alliance~~ in statute a ~~requirement for s the~~ Youth Suicide Intervention and Prevention Advisory Committee ~~on youth suicide ages 10 to 24, ,~~ amending ORS 418.731 and 418.733. ~~The Oregon Alliance to Prevent Suicide (Alliance) is serving in this role.~~

~~In 2021, Oregon's legislature passed SB 563 expanding making the YSIPP focus to include cover~~ ages 5 through 24 for more upstream prevention work.

Purpose and Responsibilities

~~The Youth Suicide Intervention and Prevention Advisory Committee, established in ORS 418.726, Alliance is charged with advising the Oregon Health Authority (OHA) on the development and administration of strategies to address suicide intervention and prevention for children and youth 5 through 24 years of age." overseeing implementation of the YSIPP and evaluating outcomes related to suicide prevention in Oregon. The purpose of the Alliance is to serve as an advisory to the OHA with a goal of reducing youth suicides in the state of Oregon. Alliance members are appointed by the OHA to develop a public policy agenda for suicide prevention, intervention, and postvention across agencies, systems, and communities. The Alliance seeks to:~~

- ~~• Promote a sense of hope and highlight recovery and resilience,~~
- ~~• Make it safe to ask for help and making sure that the right help is available at the right time.~~
- ~~• Engage individuals and communities in the healing process after an attempt or suicide.~~

¹ ~~The Youth Suicide Intervention and Prevention Advisory Committee is also referred to as "Oregon Alliance to Prevent Suicide" in this document. In these By-Laws, the reference to "the Alliance" or the "Committee" are interchangeable.~~



Responsibilities of the Alliance Include:

- Advise the OHA on the development and administration of strategies to address suicide intervention and prevention for children, youth and young adults through 24 years of age. (ORS 418.726(1))
- Recommend potential Committee members to OHA, ~~for appointment to the Alliance~~ (ORS 418.726(5))
- Consult with the Youth Suicide Intervention and Prevention Coordinator (Coordinator) on updates to the Youth Suicide Intervention and Prevention Plan under ORS 418.733. (ORS 418.726(6))
- Advise the Coordinator on making recommendations to legislative committees on administrative and legislative changes to address service gaps in youth suicide prevention, intervention and post-suicide activities. (ORS 418.731(3)(g))
- ~~Promote a coordinated approach with the State for youth suicide prevention.~~
- ~~Develop a plan to foster and sustain statewide policy development and leadership in suicide prevention.~~
- ~~The Alliance consults with the Youth Suicide Intervention and Prevention Coordinator on updates to the YSIPP under ORS 418.733.~~
- ~~Develop a policy agenda for suicide prevention that identifies state policy priorities and communicate the agenda to state and local policymakers.~~

Alliance Structure and Membership

Members ~~will be~~ appointed by the Director of OHA. Members serve at the discretion of OHA’s director and can only be removed by resignation or by the director. Membership will at a minimum align with the ~~SB 707~~ requirements in ORS 418.726(2) ~~and include a minimum of four youth and young adults age 24 or younger.~~

The Alliance may recommend members for appointment by the director. The Alliance may recommend to OHA minimum membership in addition to the requirements in ORS 418.726(2).

As indicated by SB 707 (2019), the members of the advisory committee should reflect the cultural, linguistic, geographic and economic diversity of Oregon and must include but need not be limited to:

- Individuals who have survived suicide attempts;
- Individuals who have lost friends or family members to suicide;
- Individuals who have not attained 21 years of age;
- Representatives of state agencies, including but not limited to the Department of Human Services, the Oregon Health Authority and the Department of Education, who provide services to individuals who have not attained 21 years of age;



- Representatives of Oregon Indian tribes;
- Representatives of colleges and universities;
- Medical and behavioral treatment providers;
- Representatives of hospitals and health systems;
- Representatives of coordinated care organizations and private insurers;
- Suicide prevention specialists; and
- Representatives of members of the military and their families.

The Alliance places a high value on ensuring that its statewide work connects with efforts in local communities and recognizes the important role of Regional and County Suicide Prevention Coalitions play in that work. When assisting OHA to recruit members, the Committee will endeavor to send candidates from across the state for consideration to the OHA Director, while also complying with statutory requirements.

Any current member of the Alliance may recommend an individual for membership to the executive committee. The executive committee will submit recommendations to the director of OHA. Candidates for the executive committee must be confirmed and appointed by OHA's director.

The Alliance recommends OHA appoint members in three-year term increments and for membership to be renewable every three years. Membership is for a period of three years and is renewable every three years. At the end of each term members may ask to stay on the Alliance be reappointed. The Executive Committee will vet and recommend new members to the director of OHA. Members intending to resign shall submit a letter of resignation to the Chair, OHA Director, with a copy to the Alliance Staff, and to the OHA Youth Suicide Prevention Coordinator, and to the Chair.

Alliance staff will track membership attendance and terms and notify OHA and the executive committee of terms coming to an end.

~~Affiliates are individuals interested in participating in Alliance committees, quarterly meetings or other Alliance activities and who have not been appointed as a member by the director of OHA. Affiliates may provide feedback and help in development of policy but are not voting members.~~

~~Alliance staff will track membership attendance and terms and notify OHA and the executive committee of terms coming to an end.~~

Any current member of the Alliance may nominate an individual for membership to the executive committee for consideration, including self-nomination. A person may self-nominate as well. All applicants, potential executive committee members will complete an application which will be submitted to the executive committee for consideration. The executive committee may elect to waive the application process. The recommendation may be submitted either in writing or verbally to the executive committee for consideration. The executive committee will vet and recommend a nomination to the Oregon Health Authority (OHA) Youth Suicide Coordinator who will forward to the director of OHA. Candidates for the executive committee must be confirmed and appointed by OHA's director, will



~~serve at the discretion of OHA's director, and can only be removed by resignation or by the director. Per the Alliance Bylaws, members will be appointed by the Director of OHA, serve at the discretion of OHA's director and can only be removed by resignation or by the director. See Attachment 1, Alliance Bylaws~~

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- ~~• Individuals who have not attained 21 years of age;~~
- ~~• Representatives of state agencies, including but not limited to the Department of Human Services, the Oregon Health Authority and the Department of Education, who provide services to individuals who have not attained 21 years of age;~~
- ~~• Representatives of Oregon Indian tribes;~~
- ~~• Representatives of colleges and universities;~~
- ~~• Medical and behavioral treatment providers;~~
- ~~• Representatives of hospitals and health systems;~~
- ~~• Representatives of coordinated care organizations and private insurers;~~
- ~~• Suicide prevention specialists; and~~
- ~~• Representatives of members of the military and their families;~~

Alliance Member Expectations:

~~The Alliance encourages the following of appointed members. If these expectations are not met, the Alliance may recommend to OHA's director to remove a member. Alliance members are encouraged to must:~~

- Be familiar with the Oregon Youth Suicide Intervention and Prevention Plan and the responsibilities it designates for the Alliance.
- Learn about and share best practices in suicide, suicide prevention, intervention, treatment, and postvention.
- Communicate the needs and concerns of their constituencies, if applicable, to the Alliance.
- Communicate issues under consideration by the Alliance to their constituencies to obtain feedback.
- Be open to including youth voice and supporting meaningful youth involvement.
- Maintain a statewide perspective for what will work in Oregon.
- Serve on committees or work groups as appropriate.
- ~~• Support Alliance public policy agenda and other initiatives, and advocate for them as appropriate.~~
- Attend quarterly meetings, preferably in person if applicable.
- ~~• Participate in decision-making with timely responses and by voting in person, by email or by phone.~~



- Maintain a perspective on what is in the best interest of the Alliance and make this perspective a priority in matters relevant to the Alliance.
- Promote a sense of **hope** and highlight recovery and resilience,
- Make it safe to ask for **help** and making sure that the right help is available at the right time.
- Engage individuals and communities in the **healing** process after an attempt or suicide.

Affiliates

Affiliates are individuals interested in participating in Alliance subcommittees, quarterly meetings or other Alliance activities and who have not been appointed as a member by the director of OHA. Affiliates may provide feedback and help in development of policy but are not voting members. This enables, for example, multiple people from a single organization to participate in subcommittee work while ensuring that no one organization is over-represented in the voting process. It also provides a way for potential members to engage.

Stipends:

The Alliance values participation of youth and young adults, family members and persons with lived experience. Stipends and Reimbursement may be provided to Committee members in accordance with to individuals not otherwise receiving compensation for time and expenses. Reimbursement under this subsection are subject to the provisions of ORS 292.495 and state policy 210 to 292.288

Alliance Chair and Subcommitteetees

To be eligible for nomination as the Alliance Chair or Vice-Chair a member shall have served on a subcommittee prior to their nomination.

The Alliance Chair will lead meetings, and in their absence, the Vice-Chair may take the lead. The Chair and Vice-Chair terms will be for a period of two years. The Vice-Chair position is intended to support the chair and prepare the individual for serving Chair in the future. The Alliance Chair and Vice-Chair will be elected by Alliance members at the quarterly meeting typically held in June. Chair and Vice-Chair may serve two consecutive terms. At the end of two terms, the Chair must be transitioned and can be nominated again for appointment after a period of two years if they have served two consecutive terms.

The work of the Alliance is moved forward through subcommittees. ~~Subcommittees~~ are determined at the June quarterly meeting by the full Alliance. Chairs of these standing subcommittees will serve on the Executive Committee, pending appointment to that committee by the OHA director. Ad hoc work groups ~~will~~ may be commissioned by the Executive Committee for a specific scope and purpose – if those work groups are tasked with making recommendations to a subcommittee or the full Alliance, they must follow public meeting laws.

SubCommittees will establish annual goals and action steps each year in the spring. Each subcommittee will meet at least quarterly to assess progress towards the annual goals. Each subcommittee will have a



subcommittee chair tasked with facilitating the subcommittee meetings and ensuring goals are met and deliverables are completed.

Executive Committee

The Executive Committee will meet prior to each quarterly meeting of the full Alliance. Additional meetings will be held as needed.

The Executive Committee shall:

- meet to develop and review full Alliance quarterly meeting agendas,
- review and approve recommendations or proposals from each of the committees,
- recommend to the Alliance new or updated policies and procedures,
- review and make recommendations on other items to come before the Alliance,
- make decisions between meetings on behalf of the Alliance membership,
- make recommendations to OHA on new Alliance members, and
- prioritize special projects, especially those focusing on diversity, equity and inclusion and groups that are at disproportionate risk of suicide.

Executive Committee Membership Positions:

- Alliance Chair
- Alliance Vice-chair
- Standing committee chairs
- OHA/~~Health Systems~~Behavioral Health Division Representative (non-voting)
- OHA Public Health Representative (non-voting)
- The Alliance recommends the following positions ~~will~~ be appointed for a three-year term on the Executive Committee. They may serve multiple terms provided they receive a membership reappointment from the OHA director and are approved by Alliance members:
 - Two persons identifying as having direct lived experience of intrusive suicidal thoughts, urges and/or behaviors (including suicidal attempts).
 - A person with lived experience identifying as a bereavement loss survivor (i.e. family member of a person who attempted or dies by suicide)
 - Two young adult representatives, who may be supported at executive committee meetings by a non-voting adult ally.
 - Up to two at-large members
 - A healthcare provider
 - A person representing schools (K-12) or colleges and universities

Executive Committee Approvals(?)



~~In the case of releasing anti-racist statements on behalf of the Alliance, the Executive Committee gives approval for Alliance Staff to use the following statements without additional approval in the future:~~

~~— Small group get together to craft this language~~

Committee Chair Determination

Committee members will recommend a chair or co-chairs to the OHA director. If the committee uses a co-chair structure, only one of the co-chairs shall serve on the Executive Committee. Committee chairs will report to the Executive Committee regarding committee activities and recommendations, and work with the Executive Committee to review, revise and adopt these recommendations. ~~Committees will submit quarterly progress reports to the full Alliance.~~

Decision Making

Elections

- Committee chairs shall be selected for recommendation to the OHA director for a period of one year at the committee meeting immediately preceding the June Alliance meeting. Committee chairs, excluding the Executive Committee chair, shall be selected for recommendation to the OHA director by a majority vote of the subcommittee.
- The Alliance Chair and Vice-Chair shall be nominated prior to the June meeting of the Alliance and voted upon at the June meeting of the Alliance. Nominations may come from any member and may be for any member, including self-nomination. Members of the Alliance must be present in person or by phone to vote and each member may cast one vote per position.

SubCommittee & Advisory Group Meetings

- All subCommittee meetings will follow Oregon's Public Meeting Law, ORS 192.610 – 192.690.
- Advisory Group meetings will occur as needed + least once a quarter and do not follow Oregon's Public Meeting Law, ORS 192.610 – 192.690 because they advise the work of the Alliance and its subcommittees. These groups are population specific and serve as an advisory group to the full Alliance and to subCommittee work as needed. Advisory groups do not have a position on the executive committee, but are looked to as a trusted resource in developing population specific work and ensuring that the Alliance attends closely to issues of equity and inclusion.
- Meetings of the full Alliance will be held at least quarterly. Special meetings via conference calls will be scheduled as needed. A designee may be delegated by an Alliance member to represent the member by attending ~~and voting at~~ a quarterly meeting, but designees may not vote. Members will notify the Staff of the Alliance and the chairperson in advance if they are sending a designee or will miss a meeting.

Voting – full Alliance committee:

2019 December 13 Revisions Adopted
Revised August 3, 2020; August 26, 2021; July 2023
Revisions Adopted September 11, 2020



- Each appointed member, with the exception of members who are OHA staff, regardless of classification, is entitled to one vote on any matter referred to the full membership. Votes will require a quorum.
- A quorum will be 50% plus one of those present who are Alliance-OHA appointed members. Decisions will be made by majority vote of the quorum total number of members.
- If a motion is made at an Alliance meeting, all members present, as well as those who are in attendance via phone, will participate in the vote. The Alliance Executive Committee will develop a clear protocol for email voting that complies with public meeting law. Subcommittee chairs or any member may submit motions for vote to the Executive Committee and at quarterly meetings at any meeting of the Alliance or its subcommittees.

Voting – subcommittees:

- Members may self-select into subcommittees. Each appointed member, with the exception of members who are OHA staff, is entitled to one vote on any matter referred to subcommittee. Votes will require a quorum. Alliance staff will submit updated subcommittee membership lists to OHA's Coordinator annually.
- A quorum will be 50% plus one of those who are OHA appointed member that have self-selected to be on a subcommittee. Decisions will be made by majority vote of the total number of members on that committee.
- Subcommittee chairs or any member may submit motions for vote to the Executive Subcommittee and at quarterly meetings.

Commented [JB(YSP1)]: This needs work.

Time Sensitive Matters

- Time sensitive matters are those in which a decision is needed before the next scheduled quarterly meeting. When time allows, feedback will be gathered via email from Alliance members and the Executive Committee will discuss. No less than three business days will be allowed between when an issue is raised and voting. Voting will occur in a teleconference call. For time sensitive matters, the Alliance or its subcommittees may schedule a special meeting as long as it follows Oregon Public Meeting Laws. Voting records shall be contained in Executive Committee meeting minutes and will be shared with Alliance members via email and at quarterly meetings. Any member of the Alliance may propose a time-sensitive matter for a vote by submitting a request to the Alliance staff who will be responsible for bringing the matter to the Executive Subcommittee.
- The Executive SubCommittee is authorized to vote on policy recommendations and take action between quarterly meetings on behalf of the full Alliance as needed. The Executive



SubCommittee will only vote to support ~~proposals-recommendations~~ that align with the Alliance-approved recommendations to OHA for a legislative agenda, are specifically mentioned in the YSIPP, or otherwise have been approved by the Alliance membership. If an issue arises other than those in the approved recommended legislative agenda, specifically mentioned in the YSIPP, or have been approved by the Alliance membership, it will be brought-discussed by ~~to~~ the Executive Committee and the full Alliance will be informed by email ~~and any decisions will be via~~ documentationted in the minutes.

DRAFT