

Oregon Alliance to Prevent Suicide  
Executive Subcommittee Meeting Agenda & Action Planning

**Date & Time:** February 10, 2025 10:00 AM – 11:30 AM

**Zoom Link:** <https://us02web.zoom.us/j/87129737803>

**Subcommittee Voting Members in Attendance:** Vice-Chair Craig Leets, Angela Perry, Jill Baker, Kirk Wolfe, Mary Massey, Maryanne Mueller, Pam Pearce, Stephanie Willard

**Subcommittee Voting Members Not in Attendance:** Aaron Townsend, Galli Murray, Kelie McWilliams, Siche Green-Mitchell

**Staff:** Amanda Ferrat, Jenn Fraga, Nicole Vega

**Guests:** Gordon Clay, Shanda Hochstetler, Taylor Chambers

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**Subcommittee Decision Making:** Quorum in the Executive Subcommittee is defined as 50% plus 1 of Executive Subcommittee members, and must include an Executive Subcommittee Chair or Vice-chair. Decisions will be made by majority vote of Executive Subcommittee. Any member may submit motions for vote to the Executive Subcommittee.

As of October 2025, Quorum is 7 members.

**Agenda Item:** Check-in, group agreements

**Notes:**

- The meeting opened with Craig Leets reviewing the group agreements. The group agreed to forgo introductions, as members meet together regularly.
- No questions or requests for clarification regarding the group agreements were raised.
- Craig Leets shared that the Equity Committee continues to work on refining the group agreements.

Group agreements

1. We value being a community of care. Reach in and reach out.
2. Be in the growth zone. All Teach and All Learn.
3. Challenge oppression and racism.
4. Intent does not always equal impact.
5. Replace judgment with wonder.
6. Be aware of how much you are speaking.
7. Create space for others.
8. Check for understanding.
9. Speak your truth and be aware of the ways you hold privilege.
10. Strive for suicide-safer messaging and language.

**Agenda Item:** New Member Votes

**Notes:** See attached applications for Kenjus Watson, McKenzie Meyer, and Lisa Bates

**Action Taken:**

A slate vote was conducted. Craig motioned to recommend all three applications to OHA for appointment to the Alliance. The motion was seconded by Suzie Stadelman and passed by acclamation.

**Next Steps:**

Craig will forward the applicants' names and relevant information to Jill Baker. Jill Baker will submit the materials to the Director. Craig will provide an update to the group once a decision has been confirmed.

**Agenda Item:** YSIPP Overview for Alliance & Subcommittee Updates

**Notes:** Amanda Ferrat noted that she is available to develop a webinar for the subcommittees focused on YSIPP, should there be interest or need.

**Agenda Item:** Staff Updates

**Notes:** A webinar will be held on **Tuesday, February 17, from 10:00–11:00 a.m.** to discuss a new round of coalition grants of up to **\$10,000**. These grants include an application with overlap between substance use disorder (SUD) and suicide prevention.

Amanda Ferrat shared that she has been tasked with coordinating webinars and is currently developing two. One upcoming webinar, **“AI and Suicide Prevention,”** is scheduled for **March 4 at 11:00 a.m.**

**Bylaw Review and Committee Updates:**

Kelie McWilliams will assist with drafting proposed bylaw edits, in collaboration with Craig Leets, Amanda Ferrat, Jill Baker, and Jenn Fraga.

The Transitions of Care Subcommittee has paused its work, a decision made by the two co-chairs. Discussion followed regarding how subcommittee-level decisions are made.

Context was provided that the pause was due to capacity and sustainability concerns. The co-chairs emphasized their continued commitment to the work but shared that fatigue and lack of a clear path forward contributed to the decision.

Jenn Fraga offered to draft potential decision-making frameworks, informed by the bylaws, and present these options to the Executive Committee at its March meeting.

Quorum and decision-making processes will be key focus areas in the upcoming bylaw review.

The Data and Evaluation Subcommittee is not currently meeting due to the recent resignation of its chair and the absence of volunteers to assume the role.

**Agenda Item:** Alliance Member Workshop Update

**Notes:** Jenn shared a calendar invitation for the Alliance Retreat, scheduled for **Tuesday, March 31**.

Craig shared the goals for the retreat meeting:

Goal 1: Relationship-building - Offer Alliance members space and activities to deepen relationships with each other for our continuing work together.

Goal 2: Communication - Establish norms and solidify expectations for communication with each other, Alliance staff, OHA staff, and OHA leadership.

Goal 3: Role Clarification - Create a shared understanding of the roles and responsibilities of various Alliance participants, including members, affiliates, subcommittee chairs, the Executive Committee, Alliance staff, and OHA staff.

Goal 4: Planning - Develop a high-level roadmap for our continued work, including strategies to accomplish goals under current By Laws.

The group feels that this is a great roadmap of where we want to go and be.

**Agenda Item:** OHA Update

**Notes:** Suicide prevention in the state of Oregon because of this group, it has been prioritized and has had zero funding cuts.

Jill shared that the RFP for the new contractor for the Alliance is in OHA's contracts department, and that there will be around a three-week window of time in which Jill can tweak the RFP's. If you have any feedback, Jill ask asked that you reply to her email that she sent out on February 10<sup>th</sup> labeled "Feedback Welcome- Due March 3<sup>rd</sup>".

The current strategic direction continues to align with YSIPP initiatives.

Jill provided an update on **Caring Contacts**, legislation passed in 2017 requiring hospitals to follow up with individuals who have visited an

emergency department for suicide-related crises. While no billing mechanism has previously been in place, an update is expected soon.\

Jill requested that the **Transitions of Care Committee** reconvene in March to review this issue and provide feedback.

Jill Baker and representatives from the University of Oregon will be meeting to discuss YSIPP metrics.

### **Agenda Item:** Group Announcements

**Notes:** The group discussed concerns that quorum and voting procedures may not have consistently aligned with the current bylaws. It was noted that, if any votes are formally contested, they may need to be revisited; otherwise, no retroactive action is required.

A previously contested vote related to legislative priorities from the September Quarterly meeting—held in a hybrid format—was identified as a potential vote that may need to be reconsidered.

It was noted that the bylaws posted on the website are currently out of date. Although Jenn Fraga updated them recently, she will review and correct the posting as needed.

The group acknowledged that bylaws can be amended if the Alliance determines changes are necessary. Historically, bylaw revisions have involved a special public meeting to draft edits, followed by review and approval by the Executive Committee, and then a vote by the full Alliance.

Craig Leets recommended preparing proposed bylaw changes to present to the Executive Committee at the next meeting, with the goal of bringing them forward for a vote at the March Quarterly meeting.

The idea of establishing a cap on Alliance membership was raised, particularly in relation to ensuring clarity around voting intent and representation.

It was noted that quorum has almost always been met in practice; however, questions remain regarding staff abstentions and how they factor into quorum and voting calculations.

**Agenda Item:** March Quarterly Topics

Transition planning