

Summary of Minutes March 2016

Clatsop County Community Advisory Council

The meeting was called to order at 5:00pm. Council members, staff, and guests introduced themselves. The agenda was reviewed and there were no additional items. The February minutes were tentatively approved, but no vote was taken due to questions about quorum.

Annual Meeting

Charter: The council reviewed the Clatsop County Community Advisory Council Charter. There was lengthy discussion about Section III –B CAC Membership Composition. Previously, the council had limited voting membership to OHP members / family of OHP members. Two non-voting positions were included for community members who are not OHP members / family of OHP members. The council discussed the difficulty of doing business due to non-attendance of voting members and what constitutes a quorum. A motion to allow non-OHP members to be voting members of the council. The motion was seconded. Lengthy discussion followed. The motion failed 2 to 1. Council members requested that a section on attendance be added to the Charter.

Conflict of Interest Policy & Annual Questionnaire: the council reviewed the Columbia Pacific CCO conflict of interest policy. Each council member present completed and signed the Annual Questionnaire.

Membership: Council members discussed the need to recruit new council members. The following points were made to guide the recruitment process:

- Be intentional while recruiting new members
- OHP members' voice is critical and drives the work of the council
- Potential members should come to 2-3 meetings before being appointed to make sure it's a good "fit"
- Ask the provider community to identify potential new members
- Contact Head Start to identify parents from their Policy Council
- Emphasize the council's culture of placing a high value on creating an environment where every member feels comfortable expressing their opinion; we can disagree and still maintain positive working relationships

Next steps include contacting Coastal Family Health, Columbia Memorial Hospital, Providence North Coast Clinic, and Head Start to begin to identify potential new members. Current council members will also identify personal contacts for recruitment.

Chair & Co-Chair: This agenda item will be carried forward to a future meeting.

Community Wellness Investment Fund

Nancy distributed five Community Wellness Investment Fund grant proposals. Council members will review and rate the proposals over the next week. Council members will meet on March 9th from 3-4:00 pm to discuss the proposals; those submitting proposals will be asked to attend at 3:30 pm to answer any questions the council members may have.

April Meeting Agenda

The regular meeting date on April 5th conflicts with the trauma informed care event at the Liberty Theater. Council members directed Mindy to contact Ari Wagner to reschedule her data

presentation to the following day, April 6th. Council members also asked that any potential new members, the new CEO of Coastal Family Health, and other community partners be invited to attend the data presentation. 2016 Community Wellness Fund grantee presentations will be carried forward to a later meeting in the spring.

Wrap-Up

Council members took a few minutes to reflect on what worked during the meeting and what changes they would like to see in the future. Members reported satisfaction with the meeting atmosphere – i.e. that differences of opinion can be voiced while maintaining a positive working relationship.

The meeting adjourned at 7:00 pm

The next monthly meeting is tentatively scheduled for Wednesday, April 6th from 5-7:00 pm.