

Risk Management Advisory Council Charter

Context

Recent surveys and agency feedback to the Department of Administrative Services leadership indicate that Oregon State agencies desire a stronger partnership with Department of Administrative Services (DAS) DAS Risk Management and more involvement in the determination of how their budget contributions are spent. DAS Risk Management desires a multi-faceted forum for garnering understanding, acceptance and support of DAS Risk Management strategies, policies and practices. The purpose of the Risk Management Advisory Council (Council) is outreach to all Oregon State agencies, to provide a forum for stakeholders to exchange information, generate ideas, and make recommendations to DAS Risk Management in accordance with the Advisory Council Operating Guidelines.

DAS Risk Management's costs are the highest percentage of charges in many state agency budgets for administrative costs and services rendered. That cost is expected to increase due to many influencing factors including rising medical costs associated with workers' compensation medical services and a recent court ruling challenging tort liability caps.

Purpose and Authority

The Risk Management Advisory Council is formed by authority and approval of the DAS State Services Division Administrator. The purpose of the Council is outreach to all Oregon State agencies, , and to provide a forum for stakeholders to exchange information, generate ideas, and make recommendations to DAS Risk Management in accordance with the Advisory Council Operating Guidelines.

Alignment and Guidelines

The recommendations of the Risk Management Advisory Council must be in alignment with:

1. The statutory authority granted to the Department of Administrative Services and delegated to DAS Risk Management in the areas of providing property and tort liability insurance coverage, workers' compensation insurance coverage, claims management and risk management consultation;
2. Other applicable statutes; and
3. The DAS Risk Management strategic plan.

Risk Management Advisory Council Charter

Goals and Objectives

The goals and objectives of the Risk Management Advisory Council are to:

1. Strengthen relationships between DAS Risk Management and its stakeholders.
2. Identify and support stakeholder's priorities and needs that DAS Risk Management should strive to meet.
3. Influence the development of DAS Risk Management's service models to ensure its customers are well-served.
4. Provide organization perspectives to DAS Risk Management on its policy decisions that impact some or all stakeholders.
5. Provide a forum for stakeholders, to exchange information, generate ideas and make recommendations to DAS Risk Management in accordance with the Advisory Council Operating Guidelines.
6. Reduce the Direct Total Cost of Risk for the State

Council Composition

The composition of the Council will be no less than seven and no more than fourteen members including one or more of the following:

1. Persons with responsibility for oversight of the Risk/Safety Management function
2. Persons with responsibility for budget development and implementation
3. Persons who perform Risk/Safety Management duties.

Council member terms will be two years, with the exception of half the originating Council members, who will serve a three year term in order to provide for continuity of strategic planning and Action Plan oversight. Council members may be considered for multiple terms. Originating Council member terms will be selected in November 2009.

Responsibilities of the Council

1. Consider the perspectives of all state agencies, boards and commissions.
2. Delegated authority to represent their state agencies, boards or commissions.
3. Participate in Council discussions and provide the perspective of the organization they represent.
4. Engage in consensus decision-making.
5. Make recommendations that are considerate of global impacts.
6. Develop an Action Plan that addresses issues of strategic importance and utilizes the SMART principles:
 - a. Specific

Risk Management Advisory Council Charter

- b. Measurable
 - c. Achievable
 - d. Reliable
 - e. Timely
7. Determine resources needed to meet Action Plan objectives.
 8. Adopt Operating Guidelines.