

OHA

Charter SUD Advisory Committee

VERSION LOG

Version	Description	Author	Date
1.0	Initial Draft	Dana	01/19/16

SIGN-OFF

	Name	Version	Comments	Date
Project Manager	Dana	1.0		
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Chief of HSD	Varsha			
Advisory Council	Group			

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Select Committee Charter Type:

- Decision Making Committee:**
Committee has delegated authority to commit each agency to a decision and requires Joint Operation Steering Committee (JOSC) approval.
- Advisory Committee:**
Committee provides recommendations and advice only and can be chartered with or without JOSC approval.
- Informational Committee:**
Committee shares information and best practices and can be chartered with or without JOSC approval.

1 Background

Give a brief narrative of the purpose this committee was formed to address. If appropriate, give a brief history of the cause of the need and the current situation of the issues.

The Centers for Medicare & Medicaid Services (CMS) informed the Medicaid Director on 07/27/2015 of opportunities to design service delivery systems for individuals with substance use disorders (SUD), including a new opportunity for demonstration projects approved under section 1115 of the Social Security Act to ensure a continuum of care is available for individuals with SUDs. A critical aspect in preparing to submit the state's 1115 SUD Waiver Amendment is to form an advisory committee to discuss strategies for modernizing the statewide Medicaid SUD delivery system.

2 Purpose & Scope

List the specific purpose(s) the committee is to create and/or maintain and specify what is within and out of the scope of the committee.

The purpose of the advisory committee is to provide advice to OHA on the 1115 waiver amendment proposal, which will outline how Oregon will transform the SUDs delivery system addressing each of CMS' expectations for a transformed system of care.

The responsibilities of the committee may include the following:

- Provide general and program/treatment/recovery specific advice regarding Oregon's system of care
- Provide information, analysis and recommendations
- Research and review best practices
- Assist in setting priorities
- Identify gaps and barriers in Oregon's continuum of care
- Participate in ongoing planning activities and sub-committees
- Facilitate cooperation and communication between other programs and community partners
- Present/Instruct on area of expertise
- Develop specific responses to CMS
- Develop research materials
- Conduct surveys

3 Authority

List the authorizing authority for this committee.

This advisory committee is authorized by the Oregon Health Authority Medicaid Director and the products, advice, and activities of the committee are part of the Authority's broader effort to achieve the triple aim.

4 Principles

List the guiding principles which the committee is to use for this committee.

Members will extend to each other all the professional courtesies normally expected of one another, regardless of whether or not people are in agreement. Members should feel free safe to speak openly and honestly in a respectful manner.

The committee will recognize the following values and principles

Partnership- The committee and OHA staff will strive to develop a strong partnership and respect for each other and community partners

Accountability- The committee and OHA staff recognize the importance of utilizing data and subject matter experts prior to making decisions and are committed to using participatory approaches that respect cultural values and include the voice of Oregonians in the design, implementation, and evaluation of our activities.

Collaboration- The committee and OHA staff agree to collaborate with each other in a manner in which strengthens the committee's ability to achieve our goals.

Integration- The committee and OHA staff will recognize that an integrated (prevention, physical health and behavioral health) delivery system is essential, prevent and treatment of behavioral health disorders is integral to an individual's overall health.

5 Membership, Roles & Responsibilities

List the chair or co-chairs, number of committee members, who appoints them and duration of term on the committee. The members of the committee should reflect the diverse programs and employees of both agencies.

Chair: Karen Wheeler

All Members will serve at the pleasure of the State Medicaid Director. The Director will select the advisory Council's Chairperson. The committee members will serve from 01/01/2016 to 12/31/2017. Any member may resign at any time by giving notice to the Director or designee. The Director shall have the authority to remove advisory council members and to appoint persons to fill vacancies as the vacancies occur. Members of the advisory council shall serve without compensation nor reimbursement from OHA/HSD. Members must absorb the cost for any expense related to their participation in the committee.

Members:		OHA staff:
Devarshi Bajpai	Tim Hartnett	Varsha Chauhan
Jeff Blackford	Marie McDaniel-Bellisario	Leslie Clement
Ray Brown	Mary Monnat	David Simnitt
Brent Canode	Tim Murphy	Karen Wheeler
Gary Cobb	Sheila North	Michael Morris
Caroline Cruz	Cherryl Ramirez	John McIlveen
Jonathan Eames	Sheri Sealander	Dana Peterson
Rod Evans	Jim Shames	Nicole Corbin
Deborah Friedman	Rick Treleaven	Janna Starr
Johnnie Gage		Lori Coyner
Jackie Mercer		
Daniel Ward		
Michael Warren		

6 Deliverables/Outputs – Reports/Metrics

List specific documents, products, reports, training, etc. that will be developed and delivered and the specific reports and metrics used to measure the outcomes of these deliverables. Also, indicate the method of distribution and frequency of the deliverables and the reports.

The Advisory Committee will be providing at times written reports and consensus suggestions. The Advisory Committee will be informing and reaching out to their respective organizations and groups for information and feedback. The Advisory Committee will be advising on the SUD continuum of care providing gap analysis and concepts on building a new SUD system of care. The Committee will also be recommending any potential modifications to the CMS draft concept paper and the CMS draft 1115 Waiver Amendment.

Task lists and Deliverable timelines will be made available monthly along with meeting minutes.

7 Relationship to Other Governance Groups

List the relationship to, method, and frequency of communication with other governance groups.

Addictions and Mental Health Planning and Advisory Council
 Alcohol and Drug Policy Commission
 Integrated Behavioral Health Alliance of Oregon
 Association of Oregon Community Mental Health Programs
 Certified Community Behavioral Health Clinic Advisory Committee
 CCO Quality and Health Outcomes Committee
 Oregon Prevention Education and Recovery Association
 Women’s Commission Alcohol and Drug Issues in Oregon
 African American Coalition

8 Meeting Schedule and Meeting Support

List the established meeting schedule and who may schedule ad hoc meetings when necessary. Also, specify when and how materials shall be provided to the committee and who will provide the meeting support.

The advisory committee will meet in person as well as via teleconference at a minimum of once per month. The meetings will take place in Salem Oregon at 500 Summer Street. Meetings typically will not exceed 120 minutes. Attendance in person is preferable due to the collaborative work session nature of this advisory group. Participation via the telephone will be facilitated. Each meeting will be conducted in accordance with an agenda which will be sent out a week in advance. Each meeting will be opened and adjourned by the chair. Invited speakers may be in attendance from time to time and advisory council members or OHA staff may call on individuals who are not members of the advisory council for the purpose of providing specific expertise and knowledge.

In between each monthly meeting committee members will be assigned tasks. The tasks will be due prior to the next monthly meeting.

Core documents will be supplied to each member in a packet folder as well as electronic. New documents will be available at each meeting and supplied electronically prior to each meeting. Meeting Support will be provided by OHA.

9 Charter Review & Modification

List the frequency and method of reviewing and the approving body for this charter.

The Director, advisory committee members or OHA staff may request that the charter be reviewed or modified at any time. It will be reviewed and modified by the committee any modifications will be approved by the Director.

10 Signatures

List the individuals who are authorizing the committee.

Lori Coyner

Approved: --/--/---

Revised: --/--/---