

AGENDA
Legislative and Policy Committee
February 3, 2016 - 3:00- 4:30 p.m.
Oregon Health Authority-Lincoln Building- Suite 750, OEI Conference Room
421 SW Oak St. - Portland, OR 97204
1-888-251-2909 | Participant Pass Code 301558
<https://global.gotomeeting.com/join/524967413>

#	Time	Item	Presenter(s)
1	3:00- 3:05	Welcome and Introductions	Susan
2	3:05 – 3:15	Review meeting minutes from December 2 nd .	All
3	3:15 – 4:15	<p>Bylaws review (see attached for most recent version, starting place is highlighted in yellow). In particular the following items are pending:</p> <ul style="list-style-type: none"> • Responsibility of Council and committee Chairs: <ul style="list-style-type: none"> ○ Decisions made. ○ Person in charge of implementation. ○ Date implementation expected. • Can the Council Chair also serve as a Chair on one of the committees? • Under “Duties of Officers and Council Members” add expectations of Council members. • Clarify how committee chairs are selected and what are their term limits. 	All
5	4:15 – 4:30	Public Comment	

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**HCI Council Legislative and Policy Committee Meeting
Minutes
12/2/15**

Present:

- Erin Neff
- Helen Eby
- Kalen Beck
- Susan Morgan

OHA Staff Present:

- Carol Cheney
- David Cardona
- Kweku Wilson

Meeting started at 3:31 due to technical difficulties

Agenda Review

Erin reviewed the agenda. RAC Update was added.

Review of Minutes

Minutes were approved.

RAC Update

Recommended that interpreters get background checks and that OHA would not grant credential to person with criminal backgrounds.

There was nothing else of note to this committee that won't already be going to the full Council.

Bylaws Update

The Committee discussion focused on the Nomination Committee section.

Develop a Nomination Committee description/charter.

Define Roles:

The nominating committee shall be responsible for creating a nomination form and process

- Establish candidate requirements
- Create nomination form

- Accept applications and review for completeness
- Assess nominee interest and ensuring nominees recommended by Council members meet the necessary requirements
- Prepare ballot
- Manage the nomination and election process
- Share nomination and election process with Council
- Develop a summary of all nominees' qualifications
- Develop and recommend leadership opportunities with Council

The LPC also discussed:

- Nominating Committee members cannot be nominated for an Officer position.
- If there are not enough Council members to serve on the Nominating Committee, OHA Staff may provide additional support.
- If someone is on the nominating committee and wanted to be an officer, then they can recuse themselves and another officer serves ad-hoc and then steps off when the elections are done.
- Have a minimum of three council members on the Nominating Committee.

Carol stated that she wasn't sure that public notice would be required for LPC to post the nomination process. They will come up as recommendations to the OCHCI and the bylaws, both of which are available to the public. Carol will ask Keely about public notice for this activity.

The next OCHCI Council will be held on December 14. Erin's plan is to bring LPC recommendations for the full bylaws when they are ready. The LPC can provide an update on status of bylaw updates.

Meeting adjourned.