



Healthier Together Oregon

PartnerSHIP Charter

Adopted: September 13, 2021

MISSION

The PartnerSHIP provides guidance and oversight for implementation of Healthier Together Oregon (HTO), the 2020-2024 State Health Improvement Plan. The purpose of HTO is to advance health equity in Oregon. The vision of HTO reads:

Oregon will be a place where health and wellbeing are achieved across the lifespan for people of all races, ethnicities, disabilities, genders, sexual orientations, socioeconomic status, nationalities and geographic locations.

HTO serves as the basis for taking collective action on health improvement for priority populations: Black, Indigenous, people of color and tribal communities, people with disabilities, people with low-income, people who identify as LGBTQ+, immigrant and refugee populations, and people who live in rural areas. HTO is a collaborative process that relies on cross-sector partnerships and the experiences of communities that experience health inequities.

BACKGROUND

Per Standard 5.2 of the Public Health Accreditation Board, Standards and Measures (i.e., “Conduct a Comprehensive Planning Process Resulting in a Tribal/State/Community Health Improvement Plan”), an accredited health department encourages and participates in community collaborative implementation of the health improvement plan and participates in its revision as public health priorities are addressed and revised. The implementation of the health improvement plan is tracked and revised as needed.

The process of development and implementation of Healthier Together Oregon is guided by the [Mobilizing for Action through Planning and Partnerships \(MAPP\)](#) framework, as developed by the National Association of County and City Health Officials (NACCHO). While the SHA was developed over the first three phases of the MAPP, the PartnerSHIP will be developed and implemented over the second three phases of the MAPP (i.e., Identify Strategic Issues, Formulate Goals and Strategies, and the Action Cycle). The work is also informed by the

conditions of collective impact e.g., common agenda, shared measurement, mutually reinforcing activities, continuous communication, and backbone support.

PROCESS

The PartnerSHIP will center the following values in their work together:

- Equity and social justice
- Empowerment
- Strengths-based
- Authentic community input
- Accountability to action

These values are designed to ensure that decisions made by the PartnerSHIP promote health equity. The values may not be applicable to every decision made by the PartnerSHIP but serve as a platform for further discussion while building consensus. PartnerSHIP members will consistently consider the values while developing work products and deliverables. Development of tools, policy and/or procedure to ensure application of values in decision making will be responsibility of the steering committee.

MEMBERSHIP

The PartnerSHIP is comprised of representatives from a wide range of sectors and communities that are able to partner with HTO in implementation. Members of the PartnerSHIP use their experience, expertise, and insight to implement HTO. Members have a foundational understanding of health equity, are genuinely interested in the success of HTO, and able to actively participate in the process.

Members who miss more than three meetings in a year without notification will be contacted by PartnerSHIP leadership and/or OHA staff to assess barriers to attendance and commitment to the PartnerSHIP. Alternatives to a missed meeting include viewing recording of meeting and following up with other members or OHA staff regarding what was missed.

New appointees will be chosen by application and appointed by OHA. Terms will end at four years. A member who is not able to attend a meeting(s) will be authorized by the Steering Committee to send one non-voting delegate in their place on a case-by-case basis (e.g., medical leave, parental leave).

LEADERSHIP

The Oregon Health Authority Public Health Division (OHA-PHD) convenes the PartnerSHIP. Staff from the Policy and Partnerships team within the Office of the State Public Health Director provide meeting support. The PartnerSHIP will be led by a five person steering committee, consisting of two co-chairs and three other members of the PartnerSHIP. Steering committee will be formed by volunteering of self and/or nomination from another member. Co-chairs will be identified by the steering committee.

Leadership Position Descriptions are attached as Appendix A.

To provide consistency, the Steering Committee will consist of two members elected to two-year terms and three members elected to one-year terms. Members may be nominated and/or volunteer for re-election at the end of their terms with all terms ending at conclusion of the initial four-year appointments of PartnerSHIP members.

SCOPE

The PartnerSHIP provides leadership and engages the public health community in the following efforts to implement the State Health Improvement Plan. Activities include but are not limited to:

- Providing long term strategic direction for implementation
- Prioritizing strategies
- Holding OHA and other partners accountable
- Determining changes to plan
- Directing investments for the work
- Initiating and supporting two-way communications with community
- Champion for Healthier Together Oregon
- Building supportive partnerships and momentum
- Directing community engagement processes

The following outcomes are out of scope for the PartnerSHIP:

- OHA's strategic planning
- COVID-19 response and recovery work, including vaccine distribution

DECISION-MAKING PROCESS

Decisions will be by consensus and can only be made when a quorum of 51% of the PartnerSHIP members are in attendance. Three rounds of thumb voting will be used to determine consensus on a particular issue: thumbs up (I agree), thumbs sideways (I have a question, comment or need more discussion), thumbs down (I disagree). During thumb voting the chat room will be used for dialogue and to support this process. If after three rounds of voting consensus is still undetermined, facilitators and PartnerSHIP leadership will discuss and propose a course of action. In situations where consensus cannot be achieved due to 20% or less of members in disagreement, the 80/20 rule will be enacted where the person(s) blocking consensus will agree to step aside from the decision for purpose of moving forward.

PUBLIC PARTICIPATION

Meetings of the PartnerSHIP will be open to the public. and documented on the PartnerSHIP website: www.healthoregon.org/ship.

- A public meeting notice will be provided to the public and media at least seven days in advance of each regular meeting.
- Meetings will be recorded and publicly posted. A written summary of attendance, decision points, and action items will be documented.
- Members of the public can provide comment via writing to publichealth.policy@state.or.us. The Steering Committee will be responsible for overseeing and directing the timely response to all written comments received.
- Public participation will be online access and via written comment
- Written comment will be compiled at the direction of the Steering Committee and shared with the PartnerSHIP through Basecamp. Meeting content will be made available to the public in a timely manner.

COMPENSATION

Members who participate on the PartnerSHIP without payment from an agency or organization for their time can receive compensation at a rate of \$40/hour (to include time in and out of meetings).

For meetings held in person, lunch and refreshments will be provided and parking will be reimbursed. For members travelling more than 70 miles to in-person meetings, mileage reimbursement or airfare and the cost of lodging and meals at Federal per diem rates will be provided.

CHARTER REVIEW

Charter will be reviewed annually.

APPENDIX A

Position Description: Steering Committee Member

ROLE AND RESPONSIBILITIES

- Develop strategies for furthering the vision that “Oregon will be a place where health and well-being are achieved across the lifespan for people of all races, ethnicities, disabilities, genders, sexual orientations, socioeconomic status, nationalities and geographic locations.”
- Ensure the HTO values of equity and social justice, empowerment, strengths-based, authentic community input, and accountability are maintained and applied in all PartnerSHIP activities and decisions.
- Ensuring adherence to strategies advancing health in the five priorities of (1) institutional bias; (2) adversity, trauma, and toxic stress; (3) behavioral health; (4) economic drivers of health; and (5) access to equitable preventive health care.
- Ensure focus of the PartnerSHIP on the HTO priority populations including Black, indigenous, people of color, American Indian/Alaska Native people (BIPOC-AI/AN), people with low incomes, people who identify as lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ+), people with disabilities, and people living in rural areas of the state.
- Ensure that the PartnerSHIP aims to affect change in complicated, persistent social problem and that effective oversight and direction throughout HTO’s implementation is provided to the OHA.
- Oversee and, when approved by the PartnerSHIP, publish an annual report including a summary of actions undertaken in strategy implementation, updates to measures and indicators, and revisions to work plans.

Position Description: PartnerSHIP Co-Chairs

ROLE AND RESPONSIBILITIES

- Standing member of the Steering Committee
- Ensures that there is clear and effective communication within the PartnerSHIP, Steering Committee, OHA personnel, agencies, and sectors
- Standing member of all subcommittees and working groups
- Leading and ensuring the effective functioning of the Steering Committee and PartnerSHIP
- Addressing conflict to help create the best possible operating environment
- Ensures effective management of the PartnerSHIP
- Acts impartially at all times. This includes acting in the best interests of the PartnerSHIP overall without bias for any individual or group
- Spokesperson effectively and clearly communicating the vision and decisions of the PartnerSHIP with feedback to the PartnerSHIP
- Build relational coalitions between the PartnerSHIP and agencies helping to ensure the adaptation and implementation of PartnerSHIP decisions
- Ensure that decisions are made efficiently and effectively, including the follow-up on decisions to make sure that they are implemented

