

# Oregon Youth Addiction Alliance

## Charter

An initiative of the Alcohol and Drug Policy Commission and the System of Care Advisory Council

### 1 PURPOSE

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The Oregon Youth Addiction Alliance (OYAA) was collaboratively founded by youth leaders from the System of Care Advisory Council (SOCAC), and commissioners from the Alcohol and Drug Policy Commission (ADPC). OYAA utilizes relationships with ADPC commissioners, SOCAC members, youth and family members with lived expertise, and other community partners to address youth substance use and substance use disorder.

Mission Statement:

*We are a youth-led collective of Oregonians using our voices to support substance use prevention, treatment, and recovery. We aim to create an interdisciplinary and values-based state plan for future success in support services including community, family, housing, justice, education, and foster care systems. Together through dedication, inclusivity and consistency we will build a foundation for a better Oregon.*

As directed by House Bill 4002 (2024), the purpose of the Oregon Youth Addiction Alliance is to improve the effectiveness and efficacy of state and local systems of care that provide substance use services to children, youth, and their families. To accomplish this, OYAA focuses their efforts on policy development, planning, and funding strategy recommendations.

### 2 OVERVIEW AND FUNCTION

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The Oregon Youth Addiction Alliance (OYAA) is dedicated to fostering strong partnerships between youth and adults to effectively address substance use and substance use disorders. Bringing unique perspectives and experiences of both groups, the OYAA will create a supportive and inclusive environment that helps create more foundations to solve the issue of addiction.

- **Youth-Adult Partnership:** OYAA prioritizes youth and adult partnerships by involving both groups in the decision-making process. This includes forming workgroups where youth and adults work together to develop and implement strategies and programs.
- **Youth Leadership Development:** OYAA provides training and development opportunities for youth to take on leadership roles within the organization. This empowers them to voice their opinions and contribute actively to the alliance's goals.

- **Regular Communication:** OYAA facilitates open and regular communication between youth and adults through meetings, workshops, and feedback sessions, and through regular collaboration with other ADPC and SOCAC committees. This ensures that the needs and concerns of youth are heard and addressed promptly.
- **Transparency and Education:** Provide information to the members and the public on the current state of needs and availability, equity and accessibility of youth substance use treatment and recovery resources and services.

Through this approach, OYAA will establish goals, activities, milestones and deadlines for a youth-oriented Comprehensive Plan. OYAA will monitor and support the implementation of the said plan and related initiatives

By prioritizing these functions, OYAA aims to create a robust comprehensive plan and support system that not only addresses substance use but also empowers youth and families to lead healthier, more fulfilling lives.

### **3 ACCOUNTABILITY AND REPORTING**

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The Oregon Youth Addiction Alliance (OYAA) will report to the ADPC and SOCAC the status of all activities and any issues at regularly scheduled meetings and calls. When available, appointed youth representatives will facilitate reporting. OYAA will establish a regular meeting cadence and maintain records of meeting agendas, minutes, and other supporting materials as necessary.

### **4 MEMBERSHIP**

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**General.** The Oregon Youth Addiction Alliance (OYAA) meetings are open to all community members.

**Voting Membership.** The OYAA will include a minimum of 5 and up to 16 members. The OYAA may convene ad hoc work groups that include non-members to consult on specific needs/topics. OYAA members shall be selected by the OYAA leadership, with input from committee members, towards the goal of achieving equitable racial, ethnic, and geographic representation across a diversity of lived experiences, professions, and backgrounds.

**Commented [1]:** Existing committee?

**Committee Terms.** Committee members will serve two-year terms with no term limits. Nominations for new members will be requested at least every two years, or as needed to add or replace members, including the chairperson. When possible, the committee will stagger membership terms to ensure continuity.

**Commented [2]:** Attendance?

**OYAA Leadership.** The ADPC Chair will appoint two youth leaders and one ADPC commissioner to act as group leadership for a two-year term with no term limits. Members of ADPC and SOCAC staff are responsible for supporting the business of the OYAA in coordination with the OYAA leadership.

**Commented [3]:** Need to change to reflect flat leadership structure.

**Responsibilities.** The OYAA leadership shall update members on outcomes and key updates from the full Commission meetings.

**Commented [4]:** Sole responsibility of Erica or staff?

## 5 MEETING AGENDAS AND COMMITTEE MEETINGS

Need to add equity decision making tool process as discussed in last meeting.

**Quorum.** The Oregon Youth Addiction Alliance (OYAA) can proceed with business with a quorum of a majority of active members, with at least half of those present being youth representatives.

**Conducting meetings.** The OYAA leadership will set the agenda with assistance from members and staff, and preside over meetings.

**General Requirements.** The OYAA shall hold regular meetings (in-person or using currently available technology) to conduct business. Meeting notices and agendas shall be publicly posted on the ADPC website. ADPC will announce regularly scheduled meetings with written notice sent to all members.

**Rules.** The Subcommittee shall conduct its meetings guided by the spirit of the established group agreements and under a common understanding (through staff-provided training) of youth-adult partnership.

**Recommendations and Voting.** The OYAA prioritizes consensus-based decision-making, fostering an environment where all voices, especially those of youth and marginalized communities, are heard and valued. To achieve this:

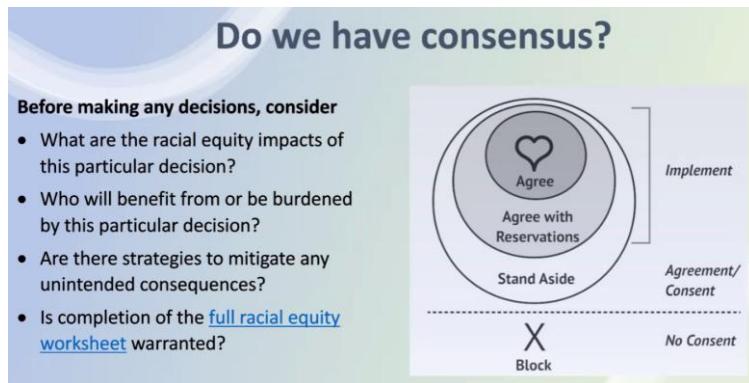
- **Inclusive Dialogue:** All members are encouraged to actively participate in discussions. The OYAA leadership will ensure equitable opportunities for input.
- **Racial Equity Tool:** A racial equity decision-making tool will be utilized in all deliberations to guide discussions toward equitable outcomes.
- **Consensus Building:** The Alliance will strive for decisions that reflect collective agreement.

## Decision Making

Decisions will be made by consensus using a process informed by [Seeds for Change](#).

Characteristics of consensus decision-making include:

- **Collaboration:** Participants contribute to a shared proposal and shape it into a decision that meets the concerns of all group members as much as possible.
- **Cooperation:** Participants in an effective consensus process should strive to reach the best possible decision for the group and all its members, rather than competing for personal preferences.
- **Egalitarianism:** All members of a consensus decision-making body should be afforded, as much as possible, equal input into the process. All members can present and amend proposals.
- **Inclusion:** As many stakeholders as possible should be involved in a consensus decision making process.
- **Participation:** The consensus process should actively solicit the input and participation of all decision-makers



**Call for Official Votes:** When an official vote of the Alliance is needed, any member may make a motion and any other member may second the motion. Discussion can then take place to address OYAA member concerns and/or questions. Once discussion is over, the Co-Chairs will call for a vote by asking members to identify if they wish to Block, Stand Aside, Agree with Reservations, or Agree.

Subcommittees and work groups have authority to make decisions on behalf of the full Alliance, with exception of decisions related to legislative changes or those with budget implications. Subcommittee and work group chairs determine when subcommittee matters need to go to full Alliance for discussion and/or decision.

**Conflict Resolution** - In the event of unresolved disagreements or need for repair:

- **Facilitated Discussion:** OYAA leadership will facilitate additional discussions to seek common ground and facilitate restoration of relationships.
- **External Mediation:** If necessary, an external mediator may be engaged to assist in resolving conflicts and ensuring collaborative progress.

**Proxies.** Members of the Committee may not send a proxy.

**Meeting Notes.** Meeting notes will include the date and time of the meeting, attendance, and a summary of significant actions taken. The meeting notes shall be posted on the ADPC website.

**Open Meetings.** OYAA meetings are open to all observers. Public comment is welcome from youth and family representatives at any point throughout the meeting, other members of the public will be given opportunities for comment during a designated period of each meeting.

## **6 APPROVAL**

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This Charter shall be effective upon approval of the Alcohol and Drug Policy Commission. The ADPC must approve any changes to this Charter for changes to be effective.

The Committee will systematically review the Charter once every two years (by June 30<sup>th</sup> of the even-numbered years) and provide suggested changes to the Alcohol and Drug Policy Commission for approval.