**Minutes: Benton Local Advisory Committee  
Friday, February 24, 2017, 10:00-12:00pm at the Benton County Commissioners Building**

***Present***:

***Ex-Officio***:

***Absent***:

***Guests***:

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| **Item** | **Presenter** | **Discussion** | **Recommendation and Action Items** |
| Call to order | Joe | Introductions, Approve agenda/minutes accepted with two abstentions  Stretch – time keeper |  |
| Placemat report | Deborah | Passed out placemat. Secretary will collect them with the name tags and bring to meeting each month  We worked together at two long meetings to make all the current changes.  Proposed: Rebekah and Deborah will meet one more time before the next meeting in order to complete the document edits.  Members are to contact Deborah if there are any small ‘health literacy’ or grammar edits  Judy; propose we use the placemat as it is. Without any further discussion. We need to work with it. | Consensus: Use placemat the way it is. This document will come under regular review.  All agree; Tyra abstained |
| Membership committee | Deborah |  |  |
| Attendance policy | Judy and Rebekah | Passed around proposed changes. Separated into two sections: resignation and attendance.  Reviewed document is at the bottom of the page. Discussion about the two options available. Stretch asked for clarification on option 1 with the clause of 6 months leave of absence option. Further discussion of option one included Lisa’s concern for the power of chair to automatically terminate without the BLAC membership.  Mike brings up that the responsibility should fall to each member to be here – option 1 would be best.  Common courtesy is to contact the chair if they are unable to attend.  Shared responsibility for attendance is not necessarily the best thing. Let’s make a rule, with consequences, there can be exceptions, but here are the parameters. | Stretch made the motion to accept option 1.  One abstained, all other vote in favor  By consensus Option 1 is approved  Read option 1 below  Charter will be updated and distributed |
| Bike rack | Karen and Marisabel | Reviewed the past bike rack with Marisabel and we found that we have addressed all the items. |  |
| Public Comment | Joe | Member comment: |  |
| Benton County update | Mitch – email report given by Karen |  |  |
| CAC Coordinator | Rebekah |  |  |
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| Delta Plus | |  |  | | --- | --- | | + | ∆ | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | | | |
| Adjourn |  | | |

**UPCOMING MEETINGS:**

* **Next CAC meeting:**   
  Monday, March 13, 2017 from 1:00-4:00pm   
  at the Center for Health Education 740 SW 9th St, Newport
* **Next BLAC meeting:**   
  Work-session: Friday, March 10, 2017 from 10:00-12:00 (Lisa will schedule if needed)

Business meeting: Friday, March 24, 2017 from 10:00-12:00  
at Benton County Commissioners Building, 205 NW 5th Street, Corvallis

**2015 Adopted Charter Attendance language**

**Resignation**

Members may resign by submitting written notice to the BLAC Chair. Automatic resignation occurs when a representative moves out of Benton County; the member should inform the BLAC Chair. If a BLAC member misses three consecutive meetings, the BLAC Chair will review continued inclusion in the Committee with the member. This decision will be left to Chair’s discretion.

**2017 Proposed charter changes**

**Resignation**

Members may resign by submitting written notice to the BLAC Chair. Automatic resignation occurs when a representative moves out of Benton County; the member should inform the BLAC Chair**.**

**Attendance**

BLAC member meeting attendance is critical to the functioning and effectiveness of the BLAC in fulfilling its responsibilities to the CAC, IHN-CCO, and our communities. Attendance and active participation, on the part of BLAC members, shall be clearly explained in the recruitment and orientation of BLAC members prior to appointment.

**Option 1**

**If a BLAC member misses three consecutive meetings, membership in the BLAC will automatically terminate. Exceptions may be granted at the Chair’s discretion, with a majority vote of BLAC membership. For absences of a defined period (not to exceed six months), BLAC members may request, in advance, a leave of absence, which may be approved by the Chair.**

\*\*Voted to approve language in option 1

**Option 2**

If a BLAC member misses three consecutive meetings, the BLAC Chair will review continued inclusion in the Committee with the member. At the Chair’s discretion, BLAC membership will vote on whether to continue or terminate the person’s membership.

**Acronyms**

**APM –** Alternative Payment Methodology

**CCO –** Coordinated Care Organization (Medicaid benefits)

**CHA –** Community Health Assessment

**CHW –** Community Health Worker

**CHIP –** Community Health Improvement Plan

**CME –** Continuing Medical Education credit

**CMS –** Center for Medicaid/Medicare Services (federal)

**DCO –** Dental Care Organization

**DST–** Delivery System Transformation Steering Committee

**FQHC –** Federally Qualified Health Center

**HIA –** Health Impact Area (in the CHIP)

**IHN-CCO –** InterCommunity Health Network CCO

**MH –** Mental Health

**OHA –** Oregon Health Authority (State of Oregon)

**OHP –** Oregon Health Plan (Medicaid)

**PCPCH –** Patient Centered Primary Care Home

**PMPM –** Per member, per month (a payment methodology)

**RHA –** Regional Health Assessment project (Regional CHIP template and data warehouse)

**RPC –** Regional Planning Council

**QMC–** Quality Management Committee

**THW –** Traditional Health Worker (Health Navigators, Peer Support, Doulas, etc.)