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## **Oregon Health Authority Beneficiary Advisory Council (BAC): Charter**

Adopted 6/23/2025

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### **Purpose, Mission, and Goals**

#### **Purpose:**

The Oregon Health Authority (OHA) Beneficiary Advisory Council (BAC) exists to center the voices of Oregon Health Plan (OHP) beneficiaries, ensuring that their experiences, needs, and ideas inform OHA's decisions and help shape health care services and policies that impact them.

#### **Mission:**

The BAC empowers OHP members, families, and caregivers to share input on the Oregon Health Plan, promoting equity, access, and quality in services. The BAC's mission is to build trust and collaboration between OHA and the community.

#### **Goals:**

- Advise OHA on the delivery of services, policies, and programs that impact OHP members.
- Identify barriers to care and recommend solutions to improve access and health equity.
- Provide a space for members to share experiences and elevate the voices of underrepresented communities.
- Foster collaboration between OHA, community-based organizations, and other stakeholders.

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### **Roles**

#### **Members:**

- Share lived experiences with OHP services to inform and improve policies.
- Serve as ambassadors to their communities by sharing information and gathering feedback.

### **Chair/Vice-Chair:**

- Facilitate meetings and set agendas in collaboration with OHA staff.
- Ensure that meetings adhere to the BAC's community agreements and values.
- Serve as liaisons between the BAC and OHA leadership.

### **OHA Staff:**

- Provide logistical and administrative support to the BAC.
  - Facilitate communication, training, and onboarding for members.
  - Implement accessibility measures (e.g., interpreters, materials in plain language).
  - Respond to BAC recommendations and provide feedback on actions taken.
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### **Group Functioning**

- Meetings will be held monthly and structured to allow meaningful participation from all members.
  - Hybrid meeting options (in-person and virtual) will be available to accommodate members' needs.
  - Meetings will begin with wellness check-ins and ground-setting to create a welcoming space.
  - Community agreements will guide conduct, including respect for diverse perspectives, maintaining confidentiality, and ensuring a collaborative spirit.
  - Members will receive support (transportation, interpreters, accessibility) to participate fully. Members may receive compensation in accordance with Oregon Revised Statute 292.495.
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### **Accountability**

- OHA will provide regular updates on how BAC feedback has informed policy and program decisions.
  - BAC members will review and contribute to the joint Medicaid Advisory Committee/BAC annual report section on the BAC's activities, topics, and recommendations.
  - The BAC will evaluate its own effectiveness annually and revise this charter as needed to ensure it remains relevant and responsive to members' needs.
  - Attendance, participation, and engagement will be tracked by OHA staff to ensure accountability and support.
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### **Decision-Making**

- A quorum (more than half of current members) is required for any decision to be made.
  - A majority vote of members present will decide the outcome of a vote.
  - The BAC will strive for consensus in decision-making, ensuring that all voices are heard and considered.
  - Members will revisit decision-making processes regularly to ensure they remain inclusive and effective.
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### **Note:**

This charter is a living document and will be reviewed as needed, at least annually, by the BAC to ensure alignment with the group's evolving needs, goals, and priorities.

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