

Industry Advisory Committee

Charter

I. Purpose

The Industry Advisory Committee is established to provide input and expertise to the Oregon Health Policy Board's Committee on Health Care Affordability Committee in support of the development of recommendations to address health care affordability.

II. Objectives

1. Ensure that the voices of those who deliver and coordinate health care and administer payment for health care inform the development of health policy related to affordability.
2. Review and understand cost growth trend and cost driver analyses to advise the Affordability Committee on the factors contributing to health care costs.
3. Review draft recommendations, including but not limited to proposed cost and cost growth reduction initiatives to improve health care affordability made by the Affordability Committee to ensure that:
 - a. Health care industry perspective is understood
 - b. Real world implications of implementing recommendations are identified
4. Challenge existing health care paradigms to promote affordability and value.
5. Foster collaboration across the health care industry to achieve meaningful health care reform.

The Affordability Committee, OHPB, OHA and DCBS may charge the Industry Advisory Committee with other related responsibilities over time.

III. Composition

1. The Committee shall consist of up to 20 members appointed by the Oregon Health Policy Board. The 20 members shall provide perspectives of commercial health plans, Medicare Advantage health plans, Medicaid health plans, insurance brokers, fully integrated delivery systems, large medical groups, small provider

groups, independent providers, Federally Qualified Health Centers, primary care providers, behavioral health providers, oral health providers, pediatric providers, hospital systems, rural hospitals, professional associations, Tribal Health, and traditional health care workers.

2. To the greatest extent practicable, Committee members shall represent the geographic, ethnic, gender, racial, and economic diversity of Oregon.
3. Ex officio members representing the Oregon Health Authority and the Department of Consumer and Business Services are non-voting members of the Committee.

IV. Appointment and Terms

1. **Recruitment:** Committee members are appointed by the Oregon Health Policy Board through an open recruitment process; OHPB will appoint members to fill any vacancies as needed.
2. **Term Lengths:** Initial term lengths for Committee members will be staggered to ensure continuity, with members serving initial two-, three-, and four-year terms. Subsequent terms shall be two-years in length; unless otherwise determined by OHPB to ensure continuity. No Committee member shall serve more than two consecutive terms.
3. **Removal:** Committee members may be removed at the discretion of OHPB for failure to fulfil responsibilities as outlined in this charter.
4. **Role Changes:** Members of the Committee who no longer provide the perspective of the organization or role for which they were selected will be expected to step down from the Committee; they may continue to serve on the Committee, however, at OHPB's discretion.
5. **Compensation:** Qualified Committee members may receive a per diem compensation related to performing official committee duties, as defined in ORS 292.495(4). Per diem compensation is equal to the per diem paid to members of the Legislative Assembly for each full or partial day that a Committee member performs official duties. All Committee members may also receive reimbursement for necessary travel and other expenses incurred in the performance of official duties. Committee members receive reimbursement in

the manner and amount provided in ORS 292.495. Committee members may decline to accept compensation or reimbursement of expenses.

V. Responsibilities of the Committee

1. Review research and analyses on health care cost drivers and existing health care policies regarding affordability.
2. Review and provide input on proposed cost and cost growth reduction strategies and policy recommendations.

VI. Industry Advisory Committee Member Agreements & Responsibilities

Committee members agree to the following:

1. Members agree to participate in good faith and to act in the best interests of the Industry Advisory Committee and its charge.
2. Members accept the responsibility to collaborate in providing feedback on potential recommendations that are data-informed and likely to improve health care affordability for people in Oregon. Members are expected to consider a range of issues and options to address them, discuss the pros and cons of the issues/options presented and where possible, come to a conclusion or consensus that reflects the “sense of the group.”
3. Members accept the responsibility to bring forward best practices and recommendations on “what’s working” that are likely to improve health care affordability for people in Oregon.
4. Members acknowledge that their role is to review proposals and provide perspective and feedback; final recommendations, if any, rest with the Affordability Committee; final decisions, if any, rest with the OHA, DCBS, and/or OHPB.
5. Members agree to fulfill their responsibilities by attending and participating in Committee meetings; reviewing materials in advance to understand issues to be addressed in meetings; working collaboratively with one another to explore issues and solutions; participating in the development of recommendations and documents as requested; and considering and integrating public comment into

Committee recommendations as appropriate.

6. Committee members agree to act in good faith in all aspects of the Committee's process. This includes being honest and refraining from undertaking any actions that will undermine or threaten the deliberative process. It also includes refraining from these actions outside of meetings.

Expectations include:

- Members should try to attend all meetings. If members cannot attend a meeting, they should notify OHA staff. After missing a meeting, the member should contact OHA staff for a briefing, and review materials and the meeting summary and/or recording.
- Members agree to be respectful at all times of other Committee members, staff, and audience members. They will listen to each other to seek to understand the other's perspectives, even if they disagree.
- Members agree to make every effort to bring all aspects of their concerns about these issues into this process to be addressed.
- Members agree to refrain from personal attacks, intentionally undermining the process, and publicly criticizing or mis-stating the positions taken by any other participants during the process.
- Any written communications, including emails, blogs and/or other social networking media, will be mindful of these procedural ground rules and will maintain a respectful tone even if highlighting different perspectives.
- Members are advised that email, blogs, and/or other social networking media may be considered public documents. Emails and social networking messages meant for the entire group will be distributed via OHA staff.
- Requests for information made outside of meetings will be directed to OHA staff. Responses to such requests will be limited to items that can be provided within a reasonable amount of time.

VII. Role of Committee Chair and Vice Chair

1. The Committee will elect a Chair and Vice Chair.

2. The Chair and Vice Chair will encourage full and safe participation by Committee members in all aspects of the process, assist in the process of building consensus if possible, and ensure all members abide by the expectations for the behavior defined herein.
3. The Chair and Vice-Chair will work with OHA staff and the Affordability Committee Chair and Vice-Chair to develop meeting agendas, provide meeting facilitation, and otherwise ensure a productive meeting.

VIII. Meetings and Operations

1. The Committee shall meet at times and places proposed by OHA staff, the Chair and Vice-Chair, or by a majority of members. The Committee shall meet at least once per quarter.
2. Committee meetings are open to the public and will be conducted under the provisions of Oregon Public Meetings Law (ORS 192.610-690).
3. Work groups or sub-committees to address specific issues or projects may be formed. Meetings of these groups will be conducted in accordance with this charter.
4. All meetings of the Committee shall be recorded and written summaries prepared. The records shall be posted to the Committee's website.
5. Committee records, including formal documents, discussion drafts, meeting summaries and exhibits, are public records.

IX. Conflict of Interest and Ethics

1. Committee members are considered public officials under Oregon law; Committee members are required to follow Oregon Government Ethics law, including its guidance on conflicts of interest and potential conflicts of interest.
2. All members must disclose any potential conflicts of interest annually and before participating in specific discussions or votes.

X. Public Engagement

1. The Committee shall maintain a public-facing website to share information and gather feedback.

XII. Resources and Support

The Oregon Health Authority shall assist the Committee by furnishing information, advising members, and staffing meetings.

1. OHA will support the Committee as needed, along with the Chair and Vice-Chair, by setting meeting agendas, facilitating meetings, and preparing content for consideration in such a way that will allow the Committee members to have informed discussions.