OHPB Liaison Assignments and Role

Liaison Committee Assignments Committee

OHPB Committees	Primary & (Secondary) Liaisons	Membership Appointed By	2026 Committee Meetings
Affordability Committee	**Bill Kramer**	OHPB	Meets monthly on 4th Tuesday
Behavioral Health Committee (BH)	**Dr. Hemmings**	OHPB	Meets monthly on Mondays, 10am to noon
Health Care Workforce Committee (HCWF)	**Hayden Rooke-Ley**	OHPB	Meets Wednesdays, every other month, 10:30am- noon
Health Equity Committee (HEC)	**Dr. Hemmings**	OHPB	Meets 2nd Thursday of the month, 12- 2pm
Health Information Technology Oversight Council (HITOC)	**Aaron Hines**	OHPB	Meets 1st/2nd Thursday, every other month, 12:30- 3:30pm
Health Insurance Marketplace Advisory Committee (HI-MAC)	**Bill Kramer**	Governor	Meets quarterly
Metrics and Scoring Committee (M&SC)	**Peter Starkey**	OHA Director	Meets 3rd Friday of every month, 9am- noon
Medicaid Advisory Committee (MAC)	**Peter Starkey**	Governor	Meets monthly on Wednesdays, 9am- noon
Primary Care Strategy Committee	**Tony Germann**	OHPB	Meets monthly, TBD
Public Health Advisory Board (PHAB)	(Vacant) (Brad Cronk, OHA)	Governor	Meets 2nd Thursday of each month, 3- 5pm

Role of OHPB Liaison to Committees

Each member* of the Board is expected to act as a committee liaison to a committee of the Board to provide policy oversight and guidance from OHPB to its committees and priority policy focus areas. Committees may have more than one OHPB liaison. The Board will use consensus to determine committee assignment at its annual retreat **or** the Chair may assign members to committee assignments as needed.

Committee Chairs and OHA staff work with Board liaisons to determine a meeting schedule and cadence that meets Board liaison and committee member needs as well as inform the specific work and considerations of their respective committee. The liaison role is to listen, support and influence committees – not drive decisions and directions.

***The chair and vice-chair are welcome to serve as a committee liaison but are excused from this requirement.**

OHPB Liaisons should:

- Have an interest in the focus area and subject matter of the committee;
- Attend in-person (when possible/allowed) meetings and ensure a strong connection to OHPB priorities and policy development through regular updates to the committee, participation in crafting charter and committee workplans and ensuring the committee is considering OHPB deliverables as envisioned;
- Share guidance and insight during Committees meetings. Liaisons should be aware of their positionality and encourage the meeting host to call upon Committee members before the Liaison.
- Prior to committee meetings, participate in agenda setting and planning with committee chair(s) and OHA staff via email and/or virtual meetings;
- Provide regular updates at OHPB meetings regarding committee activities, priorities, consideration, work product, membership, charter development, etc. and;
- Assist committees with presenting work to OHPB for guidance or vote. At OHPB meetings, liaisons should introduce the committee and its work and play a supportive role in addressing questions from OHPB. Prior to bringing committee work to OHPB for a vote, liaison will work with committee and OHA staff to connect with members to address questions, concerns or requests for additional information. The liaison is responsible for shepherding work from the committees to OHPB and;
- Communicate with OHPB staff and the Chair regarding any areas or issues of specific interest.

Committees should:

- Treat liaisons like a committee member without voting rights;
- Introduce liaisons at committee meetings, create space on the agenda for them to share updates from recent OHPB meetings and call upon liaison to share their perspective during the meeting as you would any other committee member;
- Invite liaisons to participate in Chair and OHA staff planning meetings; and
- Offer virtual options for liaisons to attend committee meetings (i.e., when in-person meetings occur).

Board and Committee Roles

Role of OHPB	OHPB Committees	OHA & Other Committees
Establish Membership	Members chosen by OHPB and Governor's Office	Membership chosen by OHA Leadership or other mechanism, e.g. legislatively directed
Establish Work plan / Charter	OHPB formally adopts committee charter creating work plan and deliverables	Work plan and/or charters established by individual committees
Role of OHPB Liaison	Provides direction to help committee meet charter deliverables; leadership along with chair / vice	Enhance connection and alignment between OHPB priorities and & ongoing priority area work; provide guidance for committee and OHA staff and leadership