

## OREGON HEALTH AUTHORITY

### BYLAWS OF THE OREGON OPIOID SETTLEMENT PREVENTION, TREATMENT, AND RECOVERY BOARD

#### Section I

##### PURPOSE

1. Purpose. The purpose of the Opioid Settlement Prevention, Treatment, and Recovery (OSPTR) Board is to determine the allocation of funding from the Opioid Settlement Prevention, Treatment and Recovery Fund established in sections 4-9 of House Bill 4098 (2022). OHA provides staff support and works with OSPTR Board members to convene and organize board meetings.
2. Guiding principles. The board shall be guided and informed by:
  - a. The comprehensive addiction, prevention, treatment and recovery plan developed by the Alcohol and Drug Policy Commission
  - b. The board's ongoing evaluation of the efficacy of the funding allocations
  - c. Evidence-based and evidence-informed strategies and best practices
  - d. Input the board receives from the public
  - e. Equity considerations for underserved populations
  - f. The terms of the settlement agreements

#### Section II

##### OFFICERS AND ELECTIONS

1. Officers. The officers of the OSPTR Board shall be two co-chairpersons. One co-chairperson will be selected by the Governor of Oregon to represent state entities, and one co-chairperson will be selected by Board member positions #7 – 15 to represent cities and counties.
  - a. The co-chairpersons' responsibilities shall include the following:
    - i. Preside at OSPTR Board meetings and official Board functions
    - ii. Coordinate Board meeting agenda with OHA staff and contracted meeting facilitator
    - iii. Other responsibilities as determined by the OSPTR Board

2. Terms of Office. The term of each member of the board who is not an ex officio member is four years, but a member serves at the pleasure of the appointing authority.
  - a. Before the expiration of a member's term, the appointing authority shall appoint a successor whose term begins on January 1 next following.
  - b. A member is eligible for reappointment.
  - c. If there is a vacancy for any cause, the appointing authority shall make an appointment to become immediately effective for the unexpired term.

### Section III

#### BOARD COMMITTEES

Subcommittees. Subject to the requirements of applicable law, the Board may establish such committees as it deems appropriate or necessary and shall define the duration, existence, duties, membership and reporting requirements of such committees. Subcommittee members who are not Board appointees are eligible for compensation if they are a qualified member under ORS 292.495.

### Section IV

#### ADMINISTRATIVE PROVISIONS

1. Decision-making. Decision-making by the board shall be based on consensus and supported by at least 8 of the voting members of the board.
2. Quorum requirements. In order to conduct business, including but not limited to voting on any matter, a minimum of 8 voting board members must be present at a meeting.
3. Voting. For a motion to pass, there must be a minimum of 8 members voting in favor.
4. Public comment. The board shall establish a process for the public to provide written and/or verbal comments and proposals at each meeting of the board.
5. Procedural Rules. Procedural disputes shall be resolved by Robert's Rules of Order with consultation as needed with the Board's legal counsel.
6. Amendments to by-laws. These by-laws may be altered, amended or repealed by the membership at any regularly scheduled board meeting.

## Section V

### CONFLICTS OF INTEREST

1. In General. A board member must, prior to taking any action in an official capacity on any matter involving a potential conflict of interest or an actual conflict of interest publicly announce the nature of the potential or actual conflict of interest. Any board members having an actual conflict of interest in a transaction with the Oregon Opioid Settlement Prevention, Treatment, and Recovery Board shall in addition:
  - a. refrain from participating in any discussion or debate on the issue out of which the conflict arises; and
  - b. refrain from voting on the issue, except as permitted under ORS 244.120(2)(b)(B) when a member's vote is necessary to meet a requirement for the minimum number of votes.

The above by-laws were adopted by the Opioid Settlement Prevention, Treatment, and Recovery Board on February 1, 2023



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Captain Lee Eby, Chairperson  
Opioid Settlement Prevention, Treatment, and Recovery Board