



CROSS AGENCY HEALTH IMPROVEMENT PROJECT

Meeting Agenda



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| Meeting Date: | April 1, 2016 |
| Meeting Time: | 1:00-2:30 pm |
| Meeting Location: | Conference Rm 460, HSB Building, 500 Summer St. NE, Salem <i>Phone: (877) 810-9415</i> <i>H:517094</i> <i>Part:975182</i> |
| Meeting Purpose: | Status update and next steps |

Attendees

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| <input checked="" type="checkbox"/> Kate Nass (OHA/Operations) | <input checked="" type="checkbox"/> Leann Johnson (OHA/Equity and Inclusion) | <input checked="" type="checkbox"/> Karen Wheeler (OHA/Health Systems) | <input checked="" type="checkbox"/> Vicki Duesterhoeft (OHA/Oregon State Hospital) |
| <input type="checkbox"/> Lillian Shirley (OHA/Public Health) | <input checked="" type="checkbox"/> Jeremy Emerson (DHS/Operations) | <input checked="" type="checkbox"/> Don Erickson (DHS/APD, DD, Child Welfare) | <input type="checkbox"/> Jason Walling (DHS/Child Welfare) |
| <input checked="" type="checkbox"/> Debbie Kraus-Dorn (DHS/Developmental Disabilities) | <input checked="" type="checkbox"/> Jason Mak (DHS/Equity and Multicultural Services) | <input type="checkbox"/> Belit Burke (DHS/Self Sufficiency) | <input type="checkbox"/> Heather Miles (DHS/Self Sufficiency) |
| <input type="checkbox"/> Tracy Garcia (DHS/OHA Shared Services) | <input checked="" type="checkbox"/> Robert Salinas (DHS/OHA Shared Services) | <input type="checkbox"/> Angela Weaver (Oregon Office on Disability and Health) | <input type="checkbox"/> Margaret Smith-Isa (Public Employees Benefits Board) |
| <input type="checkbox"/> Sarah Hargand (Service Employees International Union) | | | |

Staff

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| <input checked="" type="checkbox"/> Kirsten Aird (CAHIP Staff, OHA/Public Health) | <input checked="" type="checkbox"/> Beth Sanders (CAHIP Staff, OHA/Public Health) | <input type="checkbox"/> Heather Gramp (CAHIP Staff, OHA/Public Health) | <input checked="" type="checkbox"/> Rebecca Pawlak (CAHIP Staff, OHA/Public Health) |
| <input checked="" type="checkbox"/> Jennifer Young (CAHIP Staff, OHA/Public Health) | <input checked="" type="checkbox"/> Scott Montegna (CAHIP Staff, OHA/Public Health) | | |

| Updates | Contact |
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| <p>In July 2015, the Oregon legislature passed House Bill 3100, which set forth a path for modernizing Oregon's public health system. Currently state and local public health agencies are completing an assessment of their existing ability to meet the foundational capabilities and programs, and to identify what will be needed to fill gaps. In the coming months, a final report of assessment findings will be submitted to the legislature, and state and local public health agencies will begin working with their communities to develop modernization plans. House Bill 3100 also expanded the role of the Public Health Advisory Board to provide oversight and accountability for public health modernization efforts in Oregon. Board members were appointed by the Governor's office in December, and they will meet monthly throughout 2016.</p> | Lillian |
| <p>The OHA Public Health Division's Health Promotion and Chronic Disease Prevention Section, Multnomah County Health Department, and LGBT Health Link jointly presented at the 3/25 <i>LGBTQ Meaningful Care Conference</i> in Portland on chronic disease prevention in LGBTQ communities and promising practices for LGBTQ communities throughout the cancer continuum. Following the conference on March 28-29, these partners met with other organizations working with LGBTQ communities to 1) explore what local efforts are taking place around promoting LGBTQ cultural competency in</p> | Beth |

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| <p>health care and social services; 2) share current practices in LGBTQ cultural competency in health care; 3) and support building diverse networks of LGBTQ culturally competent providers. One of the site visits was with the Oregon State Hospital's LGBTQ Committee in Salem.</p> | |
| <p>CAHIP staff convened a meeting with Public Health Division staff who are content experts in lactation accommodations to review the current status of efforts to implement the federal and state workplace laws at DHS and OHA. CAHIP staff will facilitate a discussion on next steps related to developing a draft DHS-OHA lactation accommodations policy at the May CAHIP Steering Committee meeting. Draft policy materials will be shared with the CAHIP Steering Committee via email for feedback prior to the May meeting.</p> | Kirsten |
| <p>CAHIP staff have been working on moving forward the DHS-OHA Healthy Meetings, Conferences and Events Policy by meeting with key stakeholders to finalize policy language. Staff shared the Policy with the DHS Executive Operations team, and then updated the Policy language to require a good faith effort be made to comply with the Guidance provided. (This still contains all of the practices in line with the Dietary Guidelines for Americans; it is just called "guidance" rather than a requirement). CAHIP staff also shared the Policy with the SEIU-DHS/OHA Statewide Labor-Management Committee and received very supportive feedback. Currently, the Policy documents are pending before the Shared Services Policy Committee, and will then move to the OHA Executive Operations Committee before they are ready for approval by either the Joint Operations Steering Committee or the COOs of DHS and OHA (per their preference). One additional project work stream that has come out of this process is that Heather will be working with Keely West in the OHA COOs office to create a new approval form for DHS and OHA food purchase.</p> | Heather |
| Agenda Item, background information and objectives | Time |
| 1) Welcome and Introductions – All | 1:00 – 1:05pm |
| 2) Employee Wellness – Rebecca and Robert | 1:05-1:25pm |
| <p>Background: The Employee Wellness Policy was passed in 2015 with the backing of the CAHIP steering committee. In 2016 Shared Services is hosting a series of Health, Safety and Wellness Forums where the Wellness Policy is being introduced and promoted. In the coming months, Shared Services is pursuing opportunities to gather baseline data for demonstrating success of the Wellness Policy as programs and divisions begin and/or enhance their wellness committees. These opportunities may include a survey to DHS-OHA managers and operations staff on safety and wellness; and, an evaluation of indicators to determine the return on investment and measures of success.</p> <p>Objectives: Report back on DHS-OHA safety and wellness forums and solicit feedback from steering committee members on a Shared Services survey related to wellness and safety.</p> | |
| <p>Discussion: The statewide Health, Safety Wellness forums have been a good venue to introduce the Employee Wellness Policy and for employees to make connections between health, safety and wellness. Robert solicited feedback from the steering committee on how Shared Services can develop metrics to demonstrate the value of employee wellness in both agencies. The group agreed that it will be important to use existing data available from DAS and report on the utilization of family leave, sick leave, leave without pay and the Employee Assistance Program. If a survey with new questions is developed, it would be strategic to provide an overview of agency policies that promote wellness and engage staff (e.g. include the Employee Resource Group policy).</p> <p>Action Item:</p> <ul style="list-style-type: none"> • Robert and Rebecca will compile a list of existing data sources that could be used to measure success of DHS-OHA employee wellness efforts | |

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| 3) Nutrition Standards – Kirsten | 1:25-1:55pm |
| <p>Background: CAHIP staff have been while developing a plan for launch of the Healthy Meetings Policy. On CAHIP's second nutrition standards work stream, staff would like to begin planning for the pilot of nutrition standards in cafeterias, starting by identifying at least one DHS and one OHA facility.</p> <p>Objectives: For the Healthy Meetings, Conferences and Events Policy, provide input into plans for addressing operational, communications, training/technical assistance and evaluation. For the nutrition standards pilot project, determine roles for CAHIP Steering Committee members, identify the two most likely candidate facilities for the pilot, and identify next steps.</p> | |
| <p>Discussion: CAHIP staff have continued to make progress in gaining support for the draft Healthy Meetings Policy, including the statewide labor management group. Steering committee members will have a role in supporting the successful launch and implementation of the policy by getting the word out in a variety of settings across our agencies. The group brainstormed ideas for venues where steering committee members can provide information about the policy (see attached list).</p> <p>Kirsten announced that it is time to identify a host site for the nutrition standards pilot project and that the Human Services Building (HSB) appears to be a potential option. CAHIP staff will follow up with more information at the May meeting.</p> | |
| <p>Action Items:</p> <ul style="list-style-type: none"> • Steering committee members will review and make edits to the list of communication venues for the Healthy Meetings Policy (see attached) • CAHIP staff will reach out to steering committee members to request time on staff meeting agendas to discuss the Healthy Meetings Policy • Kirsten and Scott will connect with Karen Wheeler to discuss HSB as a potential host site for the nutrition standards pilot project | |
| 4) CAHIP Policy Messaging – Kirsten | 1:55-2:20pm |
| <p>Background: As the Healthy Meetings Policy moves through the approval process, plans are being refined to identify messages, messengers and key audiences. CAHIP Steering Committee members are important ambassadors to communicate about CAHIP-related policies. At the last meeting, there was a request to review and provide feedback on top-line talking points on the Healthy Meetings Policy. In addition, this provides an opportunity to re-message about the latest efforts on Employee Wellness Committees.</p> <p>Objectives: Review top-line talking points about Employee Wellness Committee Policy and Healthy Meetings Policy, take feedback and discuss the types of audiences that CAHIP Steering Committee members will be speaking to.</p> | |
| <p>Discussion: The group provided feedback on draft talking points that they will be using to communicate about the policy in the brainstormed list of venues.</p> | |
| <p>Action items:</p> <ul style="list-style-type: none"> • CAHIP staff will send out revised talking points based on steering committee feedback | |
| 5) Wrap Up and Next Steps - Kirsten | 2:20-2:30pm |
| Discussion & Action Items: | |

Next CAHIP Steering Committee Meeting: Monday, May 23, 10:30am-12:00pm, Room 460, HSB, Salem.