

CROSS AGENCY HEALTH IMPROVEMENT PROJECT

Meeting Agenda

Meeting Date:	Friday, July 29, 2016
Meeting Time:	10:30am-12:00pm
Meeting Location:	Conference Rm 166, HSB Building, 500 Summer St. NE, Salem <i>Phone: (877) 336-1831</i> <i>H: 643563</i> <i>Part: 559758</i>
Meeting Purpose:	Status update and next steps

Attendees

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

Guests

- | | | | |
|--|---|---|--|
| <input checked="" type="checkbox"/> Michael Oyster
(OHA/Health Systems) | <input checked="" type="checkbox"/> Diane Niko (DHS/Self Sufficiency) | <input checked="" type="checkbox"/> Gayla Andersen
(Shared Services) | <input checked="" type="checkbox"/> Robin Stanton
(OHA/Public Health) |
| <input checked="" type="checkbox"/> Tim Noe (OHA/Public Health) | | | |

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

Updates	Contact
Place Matters Conference (Oct 4-6 in Portland) registration is now open at beattygroup.cvent.com/d/9fqb9d. This biennial event sponsored by the Public Health Division is focused on addressing the leading drivers of chronic disease and health care costs: tobacco use, obesity, poor nutrition and physical inactivity. Conference sessions will focus on changing policies and systems that create places where healthy options are in reach for all. Don Erickson will be participating in a panel session - all CAHIP partners are encouraged to attend.	Kirsten, Beth
The pilot project for nutrition standards in the HSB cafeteria progressed since the last meeting by onboarding the project advisory committee, including Karen Wheeler, Randy Blackburn, Gayla Andresen, Heather Miles, Beth Sanders, Heather Gramp, Sarah Hargand and one additional CAHIP/HSB invitee still being confirmed. The Valley Café vendor, Sal Barraza, is on board and the Commission for the Blind	Heather

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has been invited. An evaluation contractor has been engaged to conduct the baseline assessments and overall pilot evaluation. The kick-off meeting of the advisory committee has been scheduled. The project timeline is nine months.	
The Healthy Meetings, Conferences and Events Policy was signed and is posted online at https://apps.state.or.us/Forms/Served/ME010-019.pdf along with the Guidelines at https://apps.state.or.us/Forms/Served/ME010-019-01.pdf . Staff are putting finishing touches on supporting materials, and messages from leadership to all staff should be coming out soon. iLearn webinars are scheduled for August 26 and September 23 – stay tuned for details. In the meantime, as a reminder, you may call upon us for technical assistance and to advise key staff on implementing healthy meetings – whether a wellness committee, managers meeting, administrative assistants and/or meeting planners. Just reach out by email.	Heather
Agenda Item, background information and objectives	Time
1) Welcome, introductions and farewell to Jeremy Emerson	10:30 – 10:40am
Discussion: Jeremy was absent – the CAHIP staff will find another time to thank him for his support to the initiative.	
2) Workplace Breastfeeding Support Policy – Robin	10:40-11:15am
Background: In the May CAHIP meeting, Robin Stanton from the Public Health Division solicited input from the steering committee on a draft Lactation Accommodation Policy for DHS and OHA facilities.	
Objectives: Review updated policy and implementation guidance; identify next steps.	
Discussion: Robin presented an updated version of the draft policy and implementation guidance (see attachments) that incorporate feedback gathered at the May CAHIP meeting and from a work group comprised of staff from Shared Services, OHA Equity and Inclusion Division and the Oregon Office on Disability and Health.	
The group asked for clarification around what the agency’s role is in ensuring that information on the policy is provided to employees (see section 6 of the draft policy). There was agreement that communication about the policy should happen when new employees are hired, rather than when pregnancy status is announced. The group also discussed whether it is appropriate to expand the definition of a “reasonable amount of time” for employees to be nursing or expressing milk at work (see section 3 of the draft policy). Some steering committee members expressed concern that the agency could face liability issues if the policy allows managers to define “a reasonable amount of time” based on perceived business need.	
Action Items:	
<ul style="list-style-type: none"> • Steering committee members can send Robin implementation tools/examples to be included on the policy’s intranet page. • Robin will consult with Keely West to clarify section 3 to address the agency’s role in communicating the policy and in section 6, on whether it is advisable to expand the “reasonable amount of time” definition. • Beth will circulate a revised version of the policy via email for steering committee approval. • Sarah will reserve time in an upcoming statewide labor management meeting to solicit feedback on the updated policy and implementation guidance. • Robin will consult the work group on updating the implementation guidance and on developing a training/communication plan to present at the September CAHIP meeting. 	
3) CAHIP Work Plan - All	11:15-11:50am
Background: CAHIP is half way through the 2015-2017 work plan, which outlines strategies for how the steering committee will support nutrition standards, implement the Employee Wellness Policy, promote a supportive workplace for breastfeeding mothers and ensure tobacco-free DHS and OHA facilities. At this time, CAHIP steering committee members are invited to share touchpoints and emerging opportunities	

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for how their individual programs and divisions can support CAHIP goals related to reducing tobacco use and slowing the rise of obesity.

Objectives: Steering committee members share how their programs and divisions are supporting CAHIP goals.

Discussion: The OHA Tobacco Freedom Policy Survey Report summarizes findings from a 2014 survey with addictions and mental health residential treatment facilities that evaluated successes and lessons learned around implementation of the policy. The report also includes an overview of discussions from a 2015 series of tobacco-free trainings with residential treatment facility staff. The group expressed interest in exploring how the policy could be expanded to DHS residential settings such as assisted living, nursing homes and stabilization and crisis units. Lillian and Don confirmed that DHS and OHA are currently exploring opportunities to leverage efforts between the two agencies, and the Tobacco Freedom Policy is a good example of an intersecting policy priority.

Steering committee members shared how they see their work aligning with CAHIP priorities:

Oregon State Hospital: There is a need to clarify who is affected by the Healthy Meetings Policy, because it is not clear that OSH patients are included. The policy has potential to positively impact the lives of patients/residents, as there is a 60% overweight/obesity prevalence among patients and 80% prevalence at time of discharge, compared to a 30% prevalence among the general population.

Health Systems Division: It is OHA's responsibility to inform, educate and offer options to consumers so they can have the experience of making healthy choices related to food, medications, smoking, etc. There is also potential to learn from SBIRT (Screening, Brief Intervention, Referral to Treatment) practices to expand health promotion efforts with employees, clients and consumers to address alcohol misuse.

Shared Services:

- Feedback gathered at the Safety, Health and Wellness forums can inform/support the HSB cafeteria pilot project, the HSB wellness committee, and the implementation of the Employee Wellness Policy.
- There is opportunity for aligning employee engagement and CAHIP's wellness efforts to address common goals around improving employee retention and reducing turnover. The OHA Healthy Families Employee Resource Group (ERG) is promoting policies that support work-life balance, and there is a similar group forming in DHS. ERGs across both agencies are another venue to promote wellness and employee engagement efforts.

Action Items:

- **Heather Gramp will expand the Healthy Meeting Policy implementation guidance to clarify that the policy applies to people receiving services from DHS-OHA.**
- **At the September CAHIP meeting, the group will review findings/recommendations from the Tobacco Freedom Policy Survey Report and identify next steps for supporting successful implementation of the policy and discuss expansion to DHS residential settings.**
- **At the November CAHIP meeting, the group will review results from the 2016 BRFSS for State and School Employees Survey to guide the development of the next CAHIP work plan.**

4) Wrap up and next steps - Kirsten	11:50am-12:00pm
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Next CAHIP Steering Committee Meeting: Monday, September 19, 1:00-2:30pm, Room 460, HSB, Salem.