



CROSS AGENCY HEALTH IMPROVEMENT PROJECT



Meeting Agenda & Notes

Meeting Date:	Monday, September 19, 2016
Meeting Time:	1:00-2:30pm
Meeting Location:	Conference Rm 460, HSB Building, 500 Summer St. NE, Salem <i>Phone: (877) 336-1831 H: 643563 Part: 559758</i>
Meeting Purpose:	Status update and next steps

Attendees

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

Staff

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

Agenda Item, background information and objectives	Time
1) Welcome and introductions	1:00 – 1:05pm
2) Tobacco Freedom Policy Report – Kirsten & Karen	1:05-1:25pm
<p>Background: In consultation with the OHA Health Systems Division, PHD recently published a report that summarizes successes and lessons learned from addictions and mental health residential treatment facilities on implementing the Tobacco Freedom Policy. The report also includes recommendations for OHA and CCOs to continue supporting the successful implementation of the policy.</p> <p>Objectives: Review the report's findings and recommendations, discuss how the steering committee would like to support successful implementation of the policy, and identify potential sites in DHS residential facilities to expand the policy.</p> <p>Discussion: Strategies for sharing and applying the information from the TFPR: Kirsten presented an overview of the Tobacco Freedom Policy Report including lessons learned, successes and challenges, and recommendations for improvement. Considerations were pre-assessment, assessment one year into campus efforts, challenges to implementation, and counseling and resources to clients and employees for cessation. The policy works! Even for sites that expressed frustration, the policy is being implemented. OHA is focused on clear communication. A handful of properties are not implementing the</p>	

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policy or felt they were exceptions. The policy prohibits use on state property, and offers support for quitting.	
3) Workplace Breastfeeding Support Policy – Robin	1:25-1:50pm
<p>Background: At the July CAHIP meeting, Robin Stanton from the Public Health Division presented an updated draft of the policy and implementation guidance. Since then, she revised the policy and the implementation guidance based on consultation from the work group, the statewide labor management group, and Keely West, who supports the Shared and Central Policy Committee.</p> <p>Objectives: Provide an update on the policy’s approval process; present updated implementation guidance; and identify next steps.</p> <p>Discussion: Robin presented the operational policy and guidelines ahead of the meeting for review and approval. Toolkits and other local resources were used to develop the policy and guidelines. The group discussed the changes made in section 3 – regarding sick leave being removed as an option; and in section 6 – clarified and addressed issues discussed at last meeting surrounding notice of pregnancy and return to work planning. The committee decided that the policy should list who the policy is from and to whom it speaks, and keep the policy general adjusting the guidelines as needed. The policy should emphasize openness and communication.</p> <p>Action Items:</p> <ul style="list-style-type: none"> • Robin will change wording as discussed and send for all to review by 10/15/16. • The lactation accommodation group will review and approve. • Kimba will work with Don to get Robin on the October 21 Joint Facilities Group meeting agenda for discussion of guidelines and strategies. 	
4) HSB Cafeteria Pilot Project and/or Healthy Meetings, Conferences and Events Policy – Sarah	1:50 – 2:00
<p>Background: Public Health Division staff have initiated the pilot project to implement nutrition standards in the HSB cafeteria, Valley Café. This pilot was recommended by CAHIP Steering Committee members and approved by the former OHA-DHS Joint Operations Steering Committee, as one of our key strategies to address obesity and chronic disease risk factors through worksite wellness.</p> <p>Objectives: Share how the pilot project has been initiated, what we have learned so far, and solicit advice on forthcoming project decisions, such as selecting interventions and gathering employee input.</p> <p>Discussion: Sara gave an overview of the pilot to add healthier options in the HSB cafeteria. The work group is working with Café officials and others with MH/PH background. Regarding the October 16, 2016 Kickoff, the group discussed standards and guidelines; collecting data – where products located, prices, healthy options already available; employee survey on needs, wants, using cafeteria, opinions; and the importance of considering marketability and communication. The blind commission has been invited to and received continuous information about the project, but has not been responsive.</p> <p>Action items:</p> <ul style="list-style-type: none"> • Cafeteria Pilot Project group will continue to plan for January, February, March rapid implementation. 	
6) Wrap up and next steps - Kirsten	2:20 – 2:30 pm

Next CAHIP Steering Committee Meeting: Wednesday, November 30, 1:00-2:30pm, Room 460, HSB, Salem.