

Minutes

Community Advisory Council Members			Willamette Health Council Staff		
Christina Korkow	Recovery Outreach Community Center	P	Andrea Dabler	Willamette Health Council	P
Maria Lemus	Mano a Mano Family Center	P	Justin Hopkins	Willamette Health Council	P
Lisa Lillico	Peer/Advocate	P	<b>PacificSource</b>		
Melissa Lindley	Willamette Valley Hospice	E	Elaine Lozier	PacificSource	P
Hope McKnight	Peer/Advocate	P	Josie Silverman-Méndez	PacificSource	P
Clay Peterson	Project ABLE	P	<b>Partners</b>		
Kristty Polanco	Polk County Health Services	P	Dr. Mark Helm	Childhood Assoc. of Salem	P
Paola Ramirez del Valle	Mano a Mano	P	Beth Spinning	Kaiser Permanente	P
Kiara Yoder	Marion-Polk Early Learning Hub	P	Dustin Zimmerman	Oregon Health Authority	P

P – present; PH – phone; E – excused; A - absent

Agenda Item	Discussion	Action / Follow-up
Welcome/ Introductions	Dr. Helm, Board Chair, called the meeting to order at 4:01 PM and welcomed everyone. Ms. Spinning offered an ice breaker topic for the group as a way for folks to introduce themselves.	
Public Comment	Dr. Helm allowed for public comment; there was none.	
The Willamette Health Council (WHC) and PacificSource Community Solutions (PSCS) Marion-Polk County Coordinated Care Organization (CCO)	<p>The PowerPoint slideshow presentation for the meeting was sent in advance of today's meeting. It was displayed onscreen during this meeting and Dr. Helm reviewed the meeting agenda and Ms. Spinning, Ms. Silverman-Méndez, and Ms. Lozier joined Dr. Helm with the slideshow presentation.</p> <ul style="list-style-type: none"> <li>• Tips for CAC Members</li> <li>• About the Willamette Health Council (WHC)</li> <li>• About PacificSource Community Solutions (PSCS)</li> <li>• Community Governance Structure</li> <li>• PSCS &amp; WHC – Working Together to Support the Community <ul style="list-style-type: none"> <li>➤ Examples of PSCS responsibilities</li> <li>➤ Examples of WHC responsibilities</li> </ul> </li> <li>• About the Community Advisory Council (CAC) <ul style="list-style-type: none"> <li>➤ What we do</li> <li>➤ Responsibilities</li> <li>➤ Membership</li> </ul> </li> </ul>	
	<p>Ms. Lozier facilitated group discussion for: How do we want to work together?</p> <ul style="list-style-type: none"> <li>➤ Group shared values</li> </ul> <p><i>Group agreed to correspond via use email to provide feedback regarding shared values.</i></p> <ul style="list-style-type: none"> <li>➤ Propose meeting frequency &amp; structure</li> </ul> <p><i>It was agreed to convene monthly and hold open (to the public) meetings. Ms. Spinning added that the CAC and the WHC board would hold joint meetings in the future. Ms. Dabler will send a</i></p>	Use Doodle Poll for scheduling the June CAC meeting and determine if we can set a date/time for reoccurring meetings.

Agenda Item	Discussion	Action / Follow-up
	<p><i>Doodle Poll for scheduling the June CAC meeting.</i></p> <ul style="list-style-type: none"> <li>➤ Length of meeting</li> </ul> <p><i>Proposed scheduling 2-hour meeting duration to manage full agendas and allow sufficient time for public comment.</i></p> <ul style="list-style-type: none"> <li>➤ Voting</li> </ul> <p><i>Folks would like to receive information in advance for items to be voted on. Allow for discuss and vote at meeting.</i></p> <ul style="list-style-type: none"> <li>➤ Location of meetings</li> </ul> <p><i>Discussed the idea of alternating the meeting locations between Marion &amp; Polk County. It was suggested to be mindful of meeting locations and access/proximity to public transportation.</i></p> <p><i>Due to COVID-19 restrictions, meetings will likely continue to be held via web video/call. Will revisit the topic of meeting location at future meeting(s) as COVID restrictions/protocols change.</i></p> <ul style="list-style-type: none"> <li>➤ Council structure - CAC Chair, Co-chair</li> </ul> <p><i>Discuss the CAC Chair &amp; Co-chair at a future meeting.</i></p>	
	<p>Ms. Lozier proceeded with the presentation:</p> <ul style="list-style-type: none"> <li>• CAC Core Responsibilities</li> <li>• Community Health Assessment (CHA) <ul style="list-style-type: none"> <li>➤ Overview &amp; status</li> </ul> </li> <li>• Community Health Improvement (CHP) <ul style="list-style-type: none"> <li>➤ Overview &amp; status</li> </ul> </li> </ul>	
	<p>Ms. Lozier handed the next topics of the presentation to Ms. Silverman-Méndez.</p> <ul style="list-style-type: none"> <li>• Social Determinants of Health &amp; Equity (SDOH-E) Funding</li> <li>• Health-Related Services (HRS)</li> <li>• Flexible Services (aka Flex Funds)</li> <li>• Community Benefit Initiative (CBI)</li> <li>• Examples of CBI from other CCOs</li> </ul>	
Next Steps	<p>Ms. Silverman-Méndez addressed the need to assemble workgroup with members of CAC and WHC Community Impact Committee to develop proposed funding framework per requirements and invited volunteers.</p>	
CAC Member Recruitment	<p>Dr. Helm talked about WHC CAC structure and the value having diverse OHP member representation.</p> <ul style="list-style-type: none"> <li>✓ The WHC CAC needs representation from the 3 federally recognized tribes in the CCO region.</li> <li>✓ In addition, for all members who English is not their primary/preferred language, certified interpreters will be made available as needed.</li> </ul>	<p>All CAC members are asked to assist with recruiting CAC members and OHP member representation. CAC member recruitment flyer will be sent via email.</p>
Appointing 2 CAC members to WHC board of Directors	<p>The WHC Board of Directors has 2 CAC member seats open that need to be seated and approved by the WHC Board by June 30<sup>th</sup>.</p>	<p>Ms. Dabler will send board application to individuals interested in seat on WHC Board of Directors</p>
Reflections & next meeting	<p>Ms. Silverman-Méndez asked for feedback on today's meeting and thanked everyone for their participation.</p>	<p>Ms. Dabler will send Doodle Poll for June meeting.</p>
Resources	<p>Ms. Silverman-Méndez said additional resources will be sent to the group via email.</p>	<p>Ms. Dabler will send draft CAC Charter</p>
Adjourn meeting	<p>Dr. Helm adjourned the meeting at 5:32 PM.</p>	

*Minutes were prepared by Andrea Dabler and approved by the Community Advisory Council on July 23, 2020.*