**Oregon Action Coalition Steering Committee Minutes**

**September 9, 2016**

Present

Jana Bitton

Dana Bjarnason

Edward Brewington

Gladys Campbell (phone)

Virlena Crosley (phone)

Denise Foster

Kelly Fox

Kate Kaznowska

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| Topic | Discussion | Action |
| OAC Future Meetings | Tom has sent around a Doodle poll and narrowed down some days that the group could meet. Now need to follow up to determine the right time.  The group suggested holding off determining 2017 OAC meeting times due to changing academic schedules.  For the rest of 2016, suggested meeting on October 14 from 12 – 3p, and on November 18 from 10a – 12p. | * Send out another doodle poll for 2017 at the beginning of December * Send out announcements for October and November meeting dates |
| SIP Update | Roadshows:   * October 3 Salem workshop postponed due to lack of main speaker. There is still interest in the workshop, and Kate is working with Michael Polacek to reschedule * November 9 Coos Bay workshop taking place. Ericka Waidley from Linfield College will be the main speaker   Survey:   * There are currently 139 RNs in the database. * Kate is collecting information on all board members, not just RNs.   Toolkit:   * RFPs have been sent to web designers for the toolkit. * Hoping to have a beta version launched before the November 9th workshop   Discussion took place about what we plan to do with the data collected. Discussed data could be used to reach out regarding:   1. Opting into the OAC mailing list 2. Signing up on the NOBC site 3. Announcement about the toolkit   For future discussion/strategic planning:   * What is the process/mechanism for keeping the data updated? How often should it be reviewed after the grant period is over? | * Informational Only |
| Leadership | The Leadership Workgroup plans to hold a strategic planning session to help inform the Steering Committee’s upcoming planning.  Gladys will be stepping down as chair of the Leadership Workgroup by the end of the year. She requested her replacement be considered by the full Steering Committee. | * Encourage other workgroups to do the same |
| Communications | An OAC Newsletter will be distributed by the end of September  The Communications Workgroup will send a letter promoting OAC’s Speaker’s Bureau in October  The OAC is going to be represented at many upcoming meetings including the OCN’s Annual Conference, the NPO Conference, and others. | * Informational Only |
| Education | The Education Workgroup has finished the RN to BSN video, which will be posted to the OAC page soon.  Currently, the Education Workgroup is looking into the barriers for rural nurses to continue their education  Dana planning to submit a manuscript for the NLN Call  Discussion around increasing the number of doctoral-prepared nurses. | * Suggest reaching out to OAHHS about rural incentive programs * Post RN to BSN Video to OAC and CFA websites * Reach out to David Silva as a resource for increasing doctoral-prepared nurses |
| Membership | David Silva has been voted in as a Steering Committee graduate student member  The group also discussed the status of the undergraduate student position on the Steering Committee. | * Still need to reach out to the Oregon Business Council |
| Strategic Planning Prep | The October Steering Committee meeting will be dedicated to planning for the OAC’s work in 2017.  Jana discussed how the current charter and mission of the OAC is heavily focused on the IOM Recommendations. She discussed the Culture of Health messages received at Campaign for Action events, and gave recommendations for the Steering Committee to consider, namely revision of the OAC charter and mission to more closely align with the Culture of Health.  The group agreed it would be good to “rally around a cause” and discussed how ACES and other social determinants of health might influence the OAC’s work. | * Prior to October meeting, send out to the full committee:   -Demographics of Oregon  -OAC Charter and Mission  -Information about Culture of Health |
| Next meeting | * October 14, 12p – 3p; location TBA |  |