**Oregon Action Coalition**

**Charter**

**Revised October 2016**

1. **Purpose**

Built on the 2010 Institute of Medicine recommendations for the future of nursing, the Oregon Action Coalition’s purpose is to build a culture of health in Oregon by optimizing nursing’s essential contribution.

1. **Scope**

The OAC will engage in strategic tactics with the overall aim of:

1. Improving access to care
2. Fostering interprofessional collaboration
3. Promoting nursing leadership
4. Transforming nursing education
5. Increasing diversity in nursing
6. Collecting workforce data
7. Building healthier communities
8. **Team Composition and Roles**

The Oregon Action Coalition is comprised of:

1. Two Co-Leads
   1. One representing a nursing organization, and the other a non-nursing organization
   2. Each serves a term of three years, renewable once
   3. New Co-Leads shall be approved by the Steering Committee and, per national requirements, presented to the Campaign for Action leadership for approval
   4. Responsibilities:
      1. Ensure OAC works within national Campaign for Action guidelines
      2. Act as liaisons between Oregon and the Campaign for Action
      3. Convene and chair OAC meetings
      4. Provide OAC fiscal oversight
      5. Store all OAC documents
2. Secretary
   1. Serves a term of two years, renewable once
   2. The Secretary is an existing member of the Steering Committee, and will be approved by the Steering Committee
   3. Responsibilities
      1. Record and distribute Steering Committee meeting minutes
3. Steering Committee
   1. Members serve a term of two years, renewable once
   2. Twenty members serve on the committee in the following positions:
      1. Graduate Student
      2. Undergraduate student
      3. Nursing school administrator or faculty
      4. Nursing school administrator or faculty
      5. Nursing school administrator or faculty
      6. Nursing school administrator or faculty
      7. Nursing organization
      8. Nursing organization
      9. Non-nursing organization
      10. Non-nursing organization
      11. Practice
      12. Practice
      13. Rural [outside metro – Eugene]
      14. Hospital or Health System
      15. At Large
      16. At Large
      17. At Large
      18. At Large
      19. At Large
      20. At Large
   3. Responsibilities
      1. Tracks state/national activities related to the Campaign for Action and the Culture of Health
      2. Participates in workgroups and committees as appropriate
      3. Attends scheduled meetings
      4. Develops and implements an annual OAC work plan
      5. Ensure OAC goals and deliverables are met
4. Membership Committee
   1. A four-person committee chaired by a member of the Steering Committee
   2. Members are appointed annually by Co-Leads, and serve terms of one-year, renewable once.
   3. Responsibilities:
      1. Develops and oversees procedure for member recruitment and retention.
      2. Nominates new Steering Committee members.
5. Workgroups and ad hoc committees
   1. Chaired by a member of the Steering Committee
   2. Comprised of diverse stakeholders recruited by the committees for conducting the work of that committee
   3. Workgroups regularly report work, and membership roster as appropriate, to the Steering Committee
   4. Ad hoc committee recommendations need approval by the Steering Committee
6. **Empowerment**

The RWJF and AARP have empowered this body as the Oregon Action Coalition to serve as stewards for the Campaign for Action in Oregon.

1. **Decision-Making**

The Steering Committee is the only body approved to make decisions on behalf of the Oregon Action Coalition. Decision-making activities will occur at Steering Committee meetings where 60% or more members are present.

The Oregon Action Coalition will make decisions by consensus whenever possible. Consensus is reached when all participants vocalize agreement to a proposal/motion.

If consensus does not exist, either Co-Lead may call for a vote from the Steering Committee. A majority vote of the quorum is needed for the action to pass.

In the case of time-sensitive actions, and a Steering Committee quorum is not possible, Co-Leads have the authority to make decisions on behalf of the group. These decisions will be communicated in a timely manner to the Steering Committee.

1. **Annual Work Plan**

The Steering Committee will create an Annual Work Plan, including activities, deliverables, and milestones.

1. **Meetings**

The OAC Steering Committee meets monthly. Workgroups and other committees meet on an as needed basis.