**Oregon Action Coalition Steering Committee Minutes**

**August 18, 2017**

In Attendance

Jana Bitton, OAC Co-Lead, Oregon Center for Nursing

Dana Bjarnason (via phone), OHSU

Virlena Crosley, Linfield College

Tom Engle, OAC Co-Lead, Oregon Public Health Association

Renee Menkens, OHSU

Gladys Campbell, Consultant

Joy Ingwerson, Oregon State Board of Nursing

Denise Foster, OHSU

Kate Kaznowska, Oregon Center for Nursing

Susan Bakewell-Sachs, OHSU School of Nursing

Kelly Fox, Healthcare Professionals of Portland

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| Topic | Discussion | Action |
| Welcome, Roll Call, Introductions | * No guests
 | * None
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| Education Workgroup Update | The group continues to address the concepts of ACEs, trauma-informed care, and developing resilience in the community. Some activities:* Members participated in two education activities to increase our collective knowledge.
* We conducted a literature review, as a group, again to increase our collective knowledge and begin to understand the main concepts that are important for community education.
* We are in the process of working on developing a professional development module for Oregon nurses, which will be hosted/posted on the ONA professional development web page. Participation will be voluntary but nurses can earn CE's for their participation. We are in the process of developing the content and hope to have this "live" in September. Our next steps will involve reaching out the communication work group to collaborate on ways to disseminate the opportunity to nurses across the state. The intended target audience is Oregon nurses in practice and nursing students.
* We attempted to get the topic on the Med-Surg Nurse Organization fall conference agenda but we were not successful in doing so.
* We submitted an abstract to the OPHA in order to present these concepts to that audience and share the work we are doing on the module. This was accepted so we will be presenting in October.
* We were successful in getting on the Providence Hospice Fall Conference Agenda. We will be presenting in October.

Next meeting is on August 29th. | * None
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| Leadership Workgroup Update | Working on the following:* Advocacy work; Scott Palmer workshop
* Lots of questions about the next step

 Resilience movie? Who are the partners? Workshop on ACES? Who is the audience?Need to focus thoughts to move one thing forward.Something that leads to coalition building would be great. Kelly shared what SW Washington is doing related to ACES.Make sure the Leadership Workgroup clearly focuses on advancing the nursing workforce in relation to ACES. Nurses are absent in the efforts particular on the South Coast.If focusing on bringing the Resilience movie, OHSU could utilize their technology to spread across the state.   | * Recommend Leadership Workgroup focus on ACES, not advocacy or ONOB
* Whether do a film/panel (coalition building) or workshop (raising awareness), Leadership Workgroup needs to focus on what do they want the outcome to be..
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| Nurses on Boards Update | * Very close to 200 nurses on boards.  Lot of them are present in nursing organizations, but not so much on non-nursing organizations.
* New workshop in Medford taking place on October 9th. Also interest from Astoria/Seaside, and Bend.
* Video elements being created for the toolkit to fulfill the deliverable.
* Abstract submitted to AONE.  Virlena working with Jana and Kate to submit additional abstracts.
* Presentation to NOBC Statewide group in September.
* Toolkit is set up to be maintained for five years.
* ONOB project officially ends on October 31.
 | * None
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| Communications Workgroup | There may be a lot of overlap between the workgroups. We may need to create a structure/strategy that aligns with Leadership Workgroup.Working on a foundational document about a communications plan. Dana will have available for next steering committee meeting.  Quarterly newsletter sent out in August 4th. Next newsletter will be in October, then January 2018.Succession planning. Dana will be stepping down from the OAC in December. Discussion on new Communications Workgroup leader will be taking place during October planning meeting. | * None
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| Organizational Business and Succession Planning Discussion | September date needs to be changed. Tom will send out a poll to determine new date.October 20th meeting will be a strategic planning session, and will take about four hours. Location TBA.Jana announced that her 3-year term as co-lead of the OAC ended in June. She will remain co-lead through the end of the year to complete the Nurses on Boards project. The Oregon Center for Nursing will remain as the fiscal agent for the OAC, and Jana would like to remain on the Steering Committee to help facilitate any fund collection/disbursement. Tom has agreed to renew his term as co-lead of the OAC. More discussion about leadership transition will take place during October meeting. | * Please respond to poll regarding September meeting
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| Announcements | The Oregon Center for Nursing will hold its annual fundraiser on the evening of November 2nd as a celebration of its 15th anniversary. Former OCN executive directors Deb Burton and Kris Campbell will speak, as well as Susan King. Tickets are $75 per person. Discussion was had about the OAC purchasing a table. | * Informational only.
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