



## Charter

### 1. Purpose

The Oregon Action Coalition (OAC) is committed to achieving the 2010 Institute of Medicine's Future of Nursing recommendations in Oregon.

### 2. Background

In October 2010, the Institute of Medicine (IOM) and Robert Wood Johnson Foundation (RWJF) released *The Future of Nursing: Leading Change, Advancing Health*. This report details multiple recommendations to transform the nursing profession to meet the increased demand for care that will be created by health care reform and to advance improvements in America's increasingly complex health system. Key nursing leaders across the state reviewed the report and deliberated on its implications for Oregon. In May 2012 the Oregon Nursing Leadership Collaborative, Oregon Center for Nursing and Northwest Health Foundation were named the Oregon Action Coalition. In 2013 the Action Coalition's committed stakeholders underwent the Appreciative Inquiry process to reinvigorate the organization's efforts.

The Coalition's work is informed by these four Simple Rules:

- 1: Hold self and others accountable
- 2: Honor each voice
- 3: Communicate effectively
- 4: Set clear expectations

A more comprehensive history of the Oregon Action Coalition is available in the historical document.

### 3. Scope:

The Oregon Action Coalition will facilitate and promote work related to The Future of Nursing: Leading Change, Advancing Health recommendations in Oregon. These recommendations are:

- 1: Remove scope-of-practice barriers.
- 2: Expand opportunities for nurses to lead and diffuse collaborative improvement efforts.
- 3: Implement nurse residency programs.
- 4: Increase the proportion of nurses with a baccalaureate degree to 80% by 2020.
- 5: Double the number of nurses with a doctorate by 2020.
- 6: Ensure that nurses engage in lifelong learning.
- 7: Prepare and enable nurses to lead change to advance health.
- 8: Build an infrastructure for the collection and analysis of inter-professional health care workforce data.

### 4. Team Composition and Roles

The Oregon Action Coalition is comprised of

- 1) Co-Leads (Patient Safety Commission and the Oregon Center for Nursing):
  - a) Two Co-Leads: one represents a nursing organization and one an other-than nursing organization.
  - b) Serve terms of three years renewable once.



- c) New Co-Leads shall be approved by the Steering Committee and then, per national requirements, presented to Campaign for Action leadership for approval.
  - d) Responsibilities:
    - i) Ensure the OAC works within national Campaign for Action guidelines.
    - ii) Act as liaisons between Oregon and the national Campaign for Action.
    - iii) Convene and chair meetings.
    - iv) Provide Action Coalition fiscal oversight.
    - v) Store all OAC documents.
- 2) Secretary
- a) Serves a term of two years renewable once.
  - b) The Secretary is an existing member of, and will be appointed by, the Steering Committee.
  - c) Responsibilities:
    - i) Take, finalize, and distribute Steering Committee minutes.
- 3) Steering Committee
- a) Members serve terms of two full years renewable once.
  - b) Is a twenty-member committee composed of the following positions:

|  | <u>Term Expires</u> |
|--|---------------------|
| <b>1:</b> Graduate student                       | 12/31/2014          |
| <b>2:</b> Undergraduate student                  | 12/31/2015          |
| <b>3:</b> Nursing school admin or faculty (OCD)  | 12/31/2014          |
| <b>4:</b> Nursing school admin or faculty (OCD)  | 12/31/2015          |
| <b>5:</b> Nursing school admin or faculty (OCAP) | 12/31/2014          |
| <b>6:</b> Nursing school admin or faculty (OCAP) | 12/31/2015          |
| <b>7:</b> Nursing organization                   | 12/31/2014          |
| <b>8:</b> Nursing organization                   | 12/31/2015          |
| <b>9:</b> Non nursing organization               | 12/31/2014          |
| <b>10:</b> Non nursing organization              | 12/31/2015          |
| <b>11:</b> Practice                              | 12/31/2014          |
| <b>12:</b> Practice                              | 12/31/2015          |
| <b>13:</b> Rural [outside metro - Eugene]        | 12/31/2014          |
| <b>14:</b> Hospital or Health system             | 12/31/2015          |
| <b>15:</b> At large                              | 12/31/2014          |
| <b>16:</b> At large                              | 12/31/2015          |
| <b>17:</b> At large                              | 12/31/2014          |
| <b>18:</b> At large                              | 12/31/2015          |
| <b>19:</b> At large                              | 12/31/2014          |
| <b>20:</b> At large                              | 12/31/2015          |

[Co-Leads have suspended term expirations]

- c) Fosters inclusiveness through the novel use of technology as feasible.
- d) Is the OAC decision-making body
- e) Acts as a clearing house for state activities related to Future of Nursing recommendations
- f) Provides resources/support to working groups as feasible



- g) Member Responsibilities:
  - i) Tracks state/national activities related to one or more Future of Nursing recommendations
  - ii) Acts the Steering Committee liaison to at least one working group
  - iii) Attends scheduled meetings.
  - iv) Participates in workgroups and committees as appropriate.
  - v) Develops and implements the annual Work Plan.
  - vi) Assists with efforts to identify and recruit next Steering Committee member prior to expiration of term.
  
- 4) Membership Committee
  - a) Is a four-person committee chaired by a member of the Steering Committee.
  - b) Members are appointed annually by Co-Leads and serve terms of one year renewable once. The chair serves for the duration of their Steering Committee membership.
  - c) Responsibilities:
    - i) Develops and oversees procedure for member recruitment and retention.
    - ii) Nominates new Steering Committee members.
  
- 5) Workgroups and ad hoc committees
  - a) May be chaired by a member of the Steering Committee.
  - b) Workgroups are comprised of diverse stakeholders recruited by the committees for conducting the work of that committee.
  - c) Workgroups regularly report work, and membership roster as appropriate, to the Steering Committee liaison.
  - d) 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 Future of Nursing: Campaign for Action in Oregon.

## **7. Decision-Making**

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

## **8. Annual Work Plan**

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

## **9. Meetings**

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



**10. Approval**

Individuals authorized to approve the Oregon Action Coalition charter, including granting the authorities requested above, sign with their approval:

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Mary Rita Hurley  
Oregon Center for Nursing

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Evan Higgins  
OSNA President

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Leslie Ray  
Oregon Patient Safety Commission

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Kelley Ilic  
OCN

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Gladys Campbell  
NWONE

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Elaine Keavney  
American Public University

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Christy Cowgill  
ORANA

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Bret Lyman  
OHSU

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Jake Creviston  
OHSU Graduate Student

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Renee Menkens  
OHSU

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Kristen Crusoe  
OHSU

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Kathlynn Northrup-Snyder  
OHSU

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Sue Davidson  
ONLC

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Carol Thorn  
Clackamas Community College

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Tom Engle  
OPHA

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Cindy Warburton  
OHSU Graduate Student

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Margo Halm  
Salem Hospital