

Oct. 10, 2024

To: Universal Health Plan Governance Board
Fr: Morgan D. Cowling, MPA

Re: October Executive Director Report

I will be unable to attend the October meeting of the Universal Health Plan Governance Board (UHPGB) due to personal travel outside of Oregon. In my absence, I'm submitting this written report outlining three areas of focus of my time since the last board meeting: 1) bringing in additional capacity to support the board and committees, 2) committee planning work, and 3) engagement.

1. Capacity

Bringing on additional capacity to support the work of the Board remains a top priority. Over the last several weeks we have significantly increased the support for the board, and committees of the board. Here are some of the recent developments:

- **Health policy and strategy support** – Health Management Associates (HMA) is serving as the contractor for the Technical Assistance Bank that we have accessed through our partnership with the Oregon Health Authority (OHA). We've been meeting regularly with HMA since the last board meeting to bring them up to speed on the work plan and started tapping into its knowledge and expertise for upcoming Finance and Revenue Committee and Plan Design and Expenditure Committee meetings. The interagency agreement between OHA and the Universal Health Plan Governance Board/DCBS for HMA is through August 2025.
- **Community engagement support** – We are in the process of contracting with Diana Bianco to help support the development of a community engagement plan focused on the targeted engagement with businesses and health care delivery partners as a deliverable of the Community Engagement and Communications Committee. Diana brings a wealth of experience working with health care interested parties, and we are very happy to have her assistance with this body of work. This contract will be through September 2025.
- **Translation and interpretation services** – We have contracted with two companies to support language translation and interpretation services specifically for the Community Engagement and Communications Committee. These services can be

available for materials and meetings beyond community engagement when needed. Both of these contracts are for one year.

- **Economic, financial, and actuarial services and operations strategic support** – The board chairperson, vice chairperson, and I have had several meetings over the last couple weeks to ensure the statement of work under development for the request for proposal meets the needs of the committee’s tasks and deliverables, and the board’s work plan.
- **OHA staff members** – Laurel Swerdlow and Devlin Prince have been the two primary OHA staff members who have been supporting the board’s work over the past several months. Laurel and Devlin have been invaluable in supporting the transition from the joint task force work to the governance board. A challenge is that Laurel and Devlin have only been working part time in this work and have had other projects while full-time staff members are being hired. Jenny and I served on the hiring committees for the two policy analysts that will be full time, limited duration. On Oct. 14 both positions will start full time. I’ve had ongoing conversations with OHA about the importance of having OHA staff members support throughout the final report to the Oregon Legislature. While these positions are limited duration, OHA has committed to support the work of the board through September 2026.

2. Committee planning

The next priority for my time has been in supporting and staffing the committees of the board. As you can imagine, the staff members at OHA, HMA, and UHPGB have been meeting and discussing a comprehensive plan for the committees to accomplish the tasks and deliverables and make sure that we build in time for the interdependence between the committees. Two years may seem like a long time, but we have lots to do. Here are some brief updates on work that has been done since the last board meeting:

- **Committee orientation sessions** – Two committee orientation sessions were held to welcome the 47 public members who have volunteered their time to serve on committees of the board. These two orientation sessions were held on Sept. 26 with one at 1 p.m. and one at 5 p.m. to allow for members to attend at a time that worked for them. The board chairperson and vice chairperson presented foundational information for all committee members, including an overview of the joint task force work and the preliminary structure adopted by the board. I provided an overview of the work plan and shared some basic information on public meetings law and public records.

- **Finance and Revenue Committee planning** – I’ve been meeting with the current Finance and Revenue Committee chairperson, Warren George, to develop and refine a plan for the committee to meet the tasks and deliverables set forth by the board within the timeline in the work plan. Warren, Cheryl, and I are meeting this week to ensure a smooth transition for the committee as Warren transitions off the board.
- **Plan Design and Expenditure Committee planning** – While the Finance and Revenue Committee will hold the first of the four committee meetings, I’ve started meeting with Debra Diaz, the chairperson of the Plan Design and Expenditure Committee. Similar to the work outlined for the Finance and Revenue Committee, we’ve started discussing the plan for accomplishing the tasks and deliverables outlined in the work plan.
- **Community Engagement and Communications Committee planning** – Jenny Donovan, as the staff point person on the Community Engagement and Communications Committee, has been meeting with the two co-chairpersons of the committee. I haven’t been involved in this work, but did want to let the board know those meetings are taking place.

3. Engagement

While building capacity and supporting the committees remain top priorities, the board chairperson, vice chairperson, and I did reach out to and meet with several important partners, including Sen. Manning, Rep. Nelson, and Kristina Narayan, the senior health advisor for Gov. Kotek. Maintaining relationships with the two primary sponsors of Senate Bill (SB) 1089 and the Governor’s Office is important, and it is ongoing work that the chairperson, vice chairperson, and I will engage in together.

I also had the opportunity to introduce myself and the work of the UHPGB to the nine federally recognized Tribes at the SB 770 Health and Human Services Cluster quarterly meeting. Participation in the cluster meeting does not replace formal consultation with each federally recognized tribe.