



**Oregon**  
Tina Kotek, Governor



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Universal Health Plan Governance Board (UHPGB) Workplan Development Workgroup  
Thursday, June 13<sup>th</sup> 2024  
Minutes

Web link to the meeting video: [Here](#)

Web link to the meeting materials:

- [Agenda](#)
- [Powerpoint Presentation](#)

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### Welcome Remarks:

Executive Director, Morgan Cowling, the Universal Health Plan Governance Board, welcomed workgroup members and viewing public and reminded attendees of the following:

- Workgroups are a chance for members of the board to further discuss specific topics. No decisions are made in workgroup sessions on behalf of the board. In this case, the workgroup will work together on recommendations for the UHPGB's workplan to the board.
- This workgroup was created by the UHPGB to review and offer recommendations to the workplan and the finance committee charter, that were developed by staff.
- Workgroup meetings are not open to public comment, however; public comment is encouraged for board meetings. [Public Comment Policy](#)

Board members present:

Vice-Chair Warren George, Chair Helen Bellanca, Debra Diaz, Cheryl Ramirez, and Bruce Goldberg.

Absent: Amy Fellows and Michelle Glass, who both had previously scheduled commitments

Staff members present: Executive Director Morgan Cowling and Executive Assistant, Katy DeLuca.

### Review and Discuss Changes to Workplan:

The workgroup reviewed the workplan phases and changes that were made based on the group's previous feedback. After workgroup discussion, the following suggestions and feedback were offered:

- A 'Communications Plan' sounds generic. Clear guidance on what messages are important to different segments of the population will need to be determined. Communication is crucial, so hopefully the communications workstream will have focus groups to help determine the best ways to convey our messages effectively to different audiences.
- Start finance and revenue and plan design and expenditure as soon as possible. This will help us be prepared to answer questions in community forums/focus groups as they come up...questions the Task Force was unable to answer.
- The Transition Workstream has been short shifted and needs more time. That is a lot of work to go from current to new system, and we need a clear and well thought out transition plan in order for community to trust it. It will be a very big change for all Oregonians.

- Community population related to behavioral health, i.e. patients, providers, family members, etc (at all ages) need to be better represented in the community engagement plan. This was a miss from the Task Force.
- There are big gaps in the dental care system. Want to ensure this is addressed.
- As committees begin – it will be helpful if each specific committee is allowed to amend their charter/tasks/etc as needed, as long as the board approves.

### **Review Draft Committee Charters:**

The workgroup reviewed each charter structures. The following suggestions and feedback were offered:

- All committees should be made of board members and non board members.
- Minimum of two board members on each committee.
  - If we don't have two board members for each committee – we will defer to Chair and Vice-Chair on next steps.
- Committees should be 6-10 members.
- Opening up evenings and Saturdays for committee meetings, as needed, is recommended.
- We should look at the possibility of having a type of online forum for committees, as needed, so the group can discuss a topic at their own time in an online capacity.
- We should look at these charters as living documents, so that if changes need to be made as we go, we can amend as needed with board approval. It should be an iterative document so the board should approve the first draft regardless so we can get launched.

### **Next Steps:**

- Director Cowling will make the necessary changes based on the feedback from the workgroup and present to the board on June 20, 2024 for potential adoption of workplan and charters.

### **Adjourn:**

Due to the great progress and work that was done by this workgroup and staff, there is no need for the third workplan development workgroup session on Monday, June 17. The workgroup agreed that meeting will be cancelled.