**Oregon Youth Addiction Alliance**

**Charter**

An initiative of the Alcohol and Drug Policy Commission and the System of Care Advisory Council

# purpose

The Oregon Youth Addiction Alliance (OYAA) was collaboratively founded by youth leaders from the System of Care Advisory Council (SOCAC), and commissioners from the Alcohol and Drug Policy Commission (ADPC). OYAA utilizes relationships with ADPC commissioners, SOCAC members, youth and family members with lived expertise, and other community partners to address youth substance use and substance use disorder.

Mission Statement:

*We are a youth-led collective of Oregonians using our lived experience and knowledge to support substance use prevention, treatment, and recovery. We aim to create an interdisciplinary and values-based state plan for future success in support services including community, family, housing, justice, education, and foster care systems. Together through dedication, inclusivity and consistency we will build a foundation for a better Oregon.*

As directed by House Bill 4002 (2024), the purpose of the Oregon Youth Addiction Alliance is to improve the effectiveness and efficacy of state and local systems of care that provide substance use services to children, youth, and their families. To accomplish this, OYAA focuses their efforts on policy development, planning, and funding strategy recommendations.

# overview and function

The Oregon Youth Addiction Alliance shall have, at a minimum, the following duties:

* Prioritize youth-adult partnerships in all endeavors pursued by OYAA.
* Strive to promote youth voices and create opportunities for youth leadership.
* Assure committee membership reflects a full range of partners and perspectives.
* Bring community conversations about youth substance use and substance use disorder into a statewide context.
* Co-create strategies to address youth substance use related harm.
* Establish milestones and deadlines for all goals and activities outlined in the ADPC Comprehensive plan.
* Monitor and support the implementation of the ADPC Comprehensive Plan and related initiatives
* Foster coordination with other ADPC and SOCAC committees to ensure alignment of shared efforts.

# accountability and reporting

The Oregon Youth Addiction Alliance (OYAA) will report to the ADPC and SOCAC the status of all activities and any issues at regularly scheduled meetings and calls. When available, appointed youth representatives will facilitate reporting. OYAA will establish a regular meeting cadence and maintain records of meeting agendas, minutes, and other supporting materials as necessary.

# membership

**General.** The Oregon Youth Addiction Alliance (OYAA) meetings are open to all community members.

**Voting Membership.** The OYAA will include a minimum of 5 and up to 16 members. The OYAA may convene ad hoc work groups that include non-members to consult on specific needs/topics. OYAA members shall be selected by the OYAA leadership, with input from committee members, towards the goal of achieving equitable racial, ethnic, and geographic representation across a diversity of lived experiences, professions, and backgrounds.

**Committee Terms.** Committee members will serve two‐year terms with no term limits. Nominations for new members will be requested at least every two years, or as needed to add or replace members, including the chairperson. When possible, the committee will stagger membership terms to ensure continuity.

**OYAA Leadership.** The ADPC Chair will appoint two youth leaders and one ADPC commissioner to act as group leadership for a two‐year term with no term limits. Members of ADPC and SOCAC staff are responsible for supporting the business of the OYAA in coordination with the OYAA leadership.

**Responsibilities.** The OYAA leadership shall update members on outcomes and key updates from the full Commission meetings.

# meeting agendas and committee meetings

**Need to add equity decision making tool process as discussed in last meeting.**

**Quorum.** The Oregon Youth Addiction Alliance (OYAA) can proceed with business with a quorum of a majority of active members, with at least half of those present being youth representatives.

**Conducting meetings.** The OYAA leadership will set the agenda with assistance from members and staff, and preside over meetings.

**General Requirements.** The OYAA shall hold regular meetings (in-person or using currently available technology) to conduct business. Meeting notices and agendas shall be publicly posted on the ADPC website. ADPC will announce regularly scheduled meetings with written notice sent to all members.

**Rules.** HOLD

**Recommendations and Voting.** The OYAA prioritizes consensus-based decision-making, fostering an environment where all voices, especially those of youth and marginalized communities, are heard and valued. To achieve this:

* **Inclusive Dialogue**: All members are encouraged to actively participate in discussions. The OYAA leadership will ensure equitable opportunities for input.
* **Racial Equity Tool**: A racial equity decision-making tool will be utilized in all deliberations to guide discussions toward equitable outcomes.
* **Consensus Building**: The Alliance will strive for decisions that reflect collective agreement.

If consensus cannot be reached:

* **Majority Vote**: Decisions will be made by a majority vote, requiring a quorum of at least 50% of active members, with at least half being youth representatives.
* **Documentation**: All decisions, including votes and any dissenting opinions, will be recorded to maintain transparency and accountability.

**Conflict Resolution -** In the event of unresolved disagreements or need for repair:

* **Facilitated Discussion**: OYAA leadership will facilitate additional discussions to seek common ground and facilitate restoration of relationships.
* **External Mediation**: If necessary, an external mediator may be engaged to assist in resolving conflicts and ensuring collaborative progress.

**Proxies**. Members of the Committee may not send a proxy.

**Meeting Notes.** Meeting notes will include the date and time of the meeting, attendance, and a summary of significant actions taken. The meeting notes shall be posted on the ADPC website.

**Open Meetings.** OYAA meetings are open to all observers. Public comment is welcome from youth and family representatives at any point throughout the meeting, other members of the public will be given opportunities for comment during a designated period of each meeting.

# Approval

This Charter shall be effective upon approval of the Alcohol and Drug Policy Commission. The ADPC must approve any changes to this Charter for changes to be effective.

The Committee will systematically review the Charter once every two years (by June 30th of the even-numbered years) and provide suggested changes to the Alcohol and Drug Policy Commission for approval.