
**Oregon Health Authority
HB 2235 Workgroup**

January 4, 2024



Introductions

- Name
- Pronouns (if comfortable)
- HB 2235 Workgroup Role
- Organization you work for or Represent

Martha's Rules: Preparation is Key!

- **Agenda:** Members will have access to the agenda and other meeting materials before the meeting.
- **Proposal:** Topic proposals from members should be presented to OHA to be placed on the agenda.
- **Member Responsibilities:** To be prepared for the meeting by reviewing all materials.
- **Proposal Sponsor:** The sponsor is responsible for leading discussion/presentation of the agenda topic.
- **Decision Making and Voting:** Majority decision making is used. Roll call voting is to be used for this workgroup.

Public Meeting Law

- **Quorum:** 11 members (not including OHA staff) are required to reach quorum. Please RSVP meetings!
- **Voting:** must be public, include voter's names, and voter's decision must be recorded (by OHA).
- **Public Attendance and Comment:** Attendance is a right but public comment is not. OHA has the authority to include public comment and reasonably restrict (e.g., a time limit) comment.
- **Methods of Notice:** general notice to the public at large and to provide actual notice to specifically interested persons.

Questions

Charter Draft

- The Charter is how the workgroup is to be governed.
- The document is not permanent after finalized, but decisions to amend the charter must be decided by the workgroup and OHA.
- Some sections are not able to be changed due to mandates by HB 2235, OHA policies, and public meeting law.

Charter Draft Sections to Focus for Today

- Meetings
- Decision Making Process
- Group Agreements

Policy Academy

Next Steps

- Proposals for next agenda
- Guiding Principles
- Scope