



*Lane Community Health Council is the governing body for PacificSource Community Solutions - Lane.

Joint CCO Community Advisory Council Meeting

5-27-2025

12:00 – 2:00 PM

Hybrid meeting

In-person option:

555 International Way
Springfield, OR 97477

Zoom option:

<https://us02web.zoom.us/j/84492964444>

Meeting ID: 844 9296 4444

One tap mobile

+13462487799,,84492964444# US (Houston)

+16694449171,,84492964444# US

I. Welcome & Introductions – 12:00 to 12:20 PM

a. Resources:

- i. Meeting Process & Agreements (See pages 3-4)
- ii. [Window of Affect Tolerance](#)
- iii. Support Person: Nena Hayes

b. Breathing exercise

c. Public comment

II. Member Approvals– 12:20 to 12:55 PM

a. April Minutes

b. CAC Charter Updates

c. Pilot CAC Translation Policy

III. Break – 12:55 to 1:05 PM

IV. Culturally and Linguistically Appropriate Services (CLAS) Presentation – 1:05 to 1:20 PM

a. Virginia Shea, Trillium Community Health Plan

**V. Community Health Improvement Plan (CHP) Progress Report
Orientation – 1:20 to 1:40 PM**

- a. Leilani Brewer, Live Healthy Lane

VI. Updates & Calls to Action – 1:40 to 2:00 PM

- a. CCO Governing Board updates
- b. CAC Celebration – June 6, 2025
- c. CAC Co-Chair Nominations, representing Trillium Community Health Plan
- d. CAC Demographic Survey & Report – (time dependent)
- e. Community Health Assessment (CHA) Summary – (time dependent)

****Note any actions or recommendations for CCO Governing Boards.**

Lane County Community Advisory Council Meeting Process & Agreements

The Lane County Community Advisory Council (CAC) is committed to creating a positive, open, and respectful space for all to learn and feel heard. To create this safe space, we must honor each other's time, opinions, and communication styles. All input is a valuable learning opportunity, and we encourage curiosity in our conversations.

The CAC Meeting Process and Agreements help us hold ourselves and each other accountable for showing up in ways that support our shared work. Thank you for reviewing this resource carefully as you enter CAC spaces.

Meeting process:

- Agendas:
 - Members are encouraged to share agenda topics with CAC Co-Chairs and staff.
 - Members can call or email the CAC coordinator to request an agenda item. The CAC coordinator will work with the Co-Chairs to decide the best space to bring the agenda item and will work with the requesting member on next steps.
 - Meetings will begin with a 1-minute breathing exercise.
- Our Support Person:
 - Opens meetings with an intentional reminder of agreements.
 - Assists members with pausing, asking for clarification, and seeking understanding when needed.
 - Offers support and resources to members when needed/requested.
- Our Co-Chairs:
 - Facilitate meetings and strive to build in time to get to know each other.
 - Make space to hear from members who are on the phone and/or those who do not have access to the chat.
 - Build in time when possible, for reflection on information, and invite participants to share their thoughts during and after the meeting.
- Reminder: the CAC works to address system problems rather than individual problems. If members have an individual problem to discuss, they can contact the CAC coordinator and/or their CCO customer service department.

Lane County Community Advisory Council Meeting Process & Agreements

- ❖ **Attendance:** We encourage attendance and check in on absent members.
- ❖ **Introductions:** We share our name and pronouns to help everyone identify who is speaking, as we feel safe to do so.
- ❖ **Focus:** We reduce distractions by putting away electronics and limiting multitasking.
- ❖ **Support the Facilitator:** We help the facilitators stay on agenda. We work together to balance business with space for member sharing.
- ❖ **Participation:** We encourage all members to participate and reach out to staff for support when needed.
- ❖ **Respectful Space:** We create a positive, open environment where everyone feels heard.
- ❖ **Courage to Share:** We strive to share our truths and use our voices in this space.
- ❖ **Positive Intent:** We accept that everyone is doing their best and ask for clarification when needed.
- ❖ **Grace:** Give and receive grace, both to ourselves and others.
- ❖ **Kindness and Respect:** We treat everyone with kindness, knowing that respect can mean different things to different people.
- ❖ **Listen Actively:** We let others finish speaking and listen with an open mind.
- ❖ **Time and Communications:** We honor each other's time, differing opinions, and styles of communication.
- ❖ **Support Growth:** We value all input as a learning opportunity and support each other's growth.
- ❖ **Mindful Responses:** We absorb and reflect on information carefully before responding.
- ❖ **Awareness of Differences:** We work to build awareness around differences in beliefs.
- ❖ **Self-Care:** We honor the need to exit to take care of ourselves during meetings.
- ❖ **Confidentiality:** We keep individual stories private and share lessons learned.
- ❖ **Acknowledge Impacts:** We give grace for mistakes, acknowledge our impacts, and make repair when possible.
- ❖ **Online Participation:** We speak up during meetings and use the chat for relevant questions or comments. If possible, we use our camera or a professional background.
- ❖ **CAC Spirit:** We all agree to contribute positively and follow member agreements – members, staff, and guests included.

Together, we support each other in this important work.

Questions can be sent to the CAC coordinator: kayla.watford@lanecountyor.gov