

TITLE	Trillium Rural Advisory Council
DATE CHARTERED	Authorizing Charter: December 4, 2012 Revision/Approval: June 5, 2017
TIMELINE	This is a standing/ongoing Council. The Charter will be reviewed annually in January by the RAC members. Any amendments will be brought first to the Trillium Community Health Plan Executive Committee (EC) for approval with final approval by the CCO Governing Board.
MEETING FREQUENCY	The RAC meets face-to-face at least every three months, and more frequently as needed. When necessary, members may participate remotely. Standing sub-committees or ad hoc work groups will meet as directed.
SPONSOR	Trillium Community Health Plan Governing Board.
PURPOSE	Engage Trillium Community Health Plan Members and the community as a whole in the rural areas of Lane County to advise and make recommendations to the governing Board on the strategic direction of the organization, ensure that Trillium remains responsive to rural consumer and community health needs, and advise on the design and priorities of Trillium in achieving the Triple Aim. Provide a link back to rural community members to aid in achieving the goals of the Triple Aim, with a particular focus on Trillium's effectiveness in providing quality services that are accessible to all members.
OVERSIGHT	The RAC roles and responsibilities include: <ul style="list-style-type: none"> • Work closely with the Community Advisory Council (CAC) to provide coordinated and comprehensive input to the Trillium Board of Directors • Provide input to the CAC and the Board of Directors on the rural community perspective related to community health needs, preventive care practices, and the Community Health Improvement Plan • Work to assess and then make recommendations on how best to address issues related to health disparities, including linkages between medical and non-medical services, in conjunction with the Community Advisory Council and the Clinical Advisory Panel • Provide advice on strategies to effectively engage the rural community in transforming health care
SCOPE	All rural communities within Trillium's service region.

<p>OPERATING PRINCIPLES</p>	<p>All members adhere to established team agreements/ground rules. RAC meetings are open to the public.</p> <p>The RAC will clarify its decision-making model prior to all decisions.</p> <p>To the best extent possible and where feasible, the RAC will seek input from other Trillium committees (such as the Clinical Advisory Panel, the Compensation Advisory Committee, the Finance Committee and the Community Advisory Council) on proposals it is considering. This is to seek a broader perspective and is not intended as a requirement for approval from such committees prior to presenting to the Board. Likewise, the RAC will provide input to other committees regarding the impact of proposals under consideration on consumers and rural communities.</p> <p>Recommendations will be presented to the Board for final approval prior to implementation</p> <p>Fifty-one (51) % of RAC members constitutes a quorum. A quorum can act. All RAC members are voting members.</p> <p>The Rural Advisory Council is staffed with appropriate management and analytic services representation.</p> <p>The RAC will charter additional subgroups—as well as convene ad hoc "project teams"—as needed.</p> <p>When conflicts arise, the members will discuss and resolve the conflict with the RAC Chair, with the support of staff. If unable to resolve, the CCO CEO will resolve the difference in the best interests of the Trillium Community Health Plan.</p>
<p>CHAIR AND VICE CHAIR</p>	<p>The RAC will review a slate of nominees for Chair, from which it will select a Chairperson and Vice Chairperson.</p> <p>Both the RAC Chair and the RAC Vice Chair will hold their positions for a 2-year term. They may be nominated for reappointment for one additional term.</p> <p>The RAC Chair will represent the RAC in all matters.</p> <p>The RAC Chair is accountable for:</p> <ul style="list-style-type: none"> • Convening and leading meetings • Developing, prioritizing and approving meeting agendas • Ensuring engagement of RAC members • Facilitating conflicts among RAC members • Providing leadership to RAC members • Ensuring regular communication to RAC members regarding decisions made by other groups that impact this RAC • Working with staff to provide monthly reports and recommendations to the Governing Board on behalf of the RAC • Oversight and facilitate establishment of RAC sub-committees and the RAC member who chairs them

	<p>The RAC Vice Chair is accountable for:</p> <ul style="list-style-type: none"> • Partnering with the RAC Chair to achieve the duties listed above. • Covering the duties of the Chair in his/her absence
RAC REPRESENTATIVES TO TRILLIUM BOARD	<p>The RAC shall appoint one RAC member to represent the Council on the governing board of Trillium Community Health Plans. The representatives shall be a full voting member of the Board of Directors, and is responsible for ensuring good two-way communication between the RAC and the governing board regarding RAC activities and recommendations, as well as assisting the governing board in its work to communicate with the larger Lane County community.</p>
MEMBER ACCOUNTABILITY	<p>Each council member is responsible for fully and actively participating on the team in order to achieve the goals of the team as described in this Charter—accepting his/her responsibilities diligently and carrying his/her share of the team's work.</p> <ul style="list-style-type: none"> • The members should define and advocate for innovation • The members should act as a liaison for the community and for their individual groups • The members should look for avenues to transform care • The members should have commitment to the community and the CCO
RAC MEMBERSHIP	<p>The RAC will be appointed by the Trillium Board of Directors. A majority of the RAC members will be Oregon Health Plan (OHP) members or parents of children enrolled on OHP at time of appointment to the RAC.</p> <p>The RAC includes a maximum of 20 members, including a broad representation of the different rural communities in Lane County, and a diversity of skills, experiences and perspectives. Three members of the RAC will be OHP consumer members of the Community Advisory Council, representing Florence, Cottage Grove, and East Lane County.</p>
SELECTION PROCESS	<p>The RAC and staff will work together to publicly announce vacancies on the RAC, and solicit applications for membership. A committee of equal representation from Lane County and from the Trillium Board of Directors will interview applicants and select individuals to serve on the RAC. The final appointment will be made by the Trillium Board of Directors.</p>
TERMS	<p>Panel members serve a term of 2 years and will not serve more than 3 consecutive terms. Terms will initially be staggered to provide for both turnover and continuity in committee membership.</p> <p><u>Annual Recruitment</u> The RAC Chair is responsible for ensuring RAC member vacancies are announced in April. The nominating and selection process takes place in May, with new member recommendations presented to the</p>

	<p>Governing Board in June. The selection process in concluded in June to ensure new members effective start date is July 1.</p> <p><u>Special Circumstances</u></p> <ol style="list-style-type: none"> 1. <u>In the event a recruitment effort does not result in any new member applications the terms of current members may be extended for the length of one term</u> 2. In the event a member cannot complete their term the Committee Chair may initiate a recruitment to fill the vacant slot. Once a replacement is chosen, they will serve until the original member's term is complete. At that time, if the replacement wishes to continue as a member and is in good standing with the Committee, they may be appointed to the Committee. The partial term served shall not count towards their term limit. 3. After completing the annual recruiting activities, if the membership of the Rural Advisory Council (including new members) continues to be less than the maximum allowed (20), current members who have completed their term limit may be allowed to serve additional terms if they so desire. Additionally, these members may continue to serve an unlimited number of terms as long as the RAC's membership remains less than 20. Once the RAC membership grows to 20, the charter policy of term limits will be enforced.
MONITORING EFFECTIVENESS	The RAC will submit monthly written reports to the Board of Directors related to the Council's work plan, progress and recommendations.