

The Coalition for Suicide Prevention in Clackamas County (CSPCC) Charter

Initial Draft for Coalition Feedback on 12.11.18

Vision

The vision of the Coalition for Suicide Prevention in Clackamas County (CSPCC) is zero suicides in Clackamas County, Oregon.

Mission

The mission of the Coalition for Suicide Prevention in Clackamas County (CSPCC) is to prevent suicide and its devastating consequences in Clackamas County. We believe this can best be accomplished through:

1. Enhancing collaborations to promote a suicide-free community
2. Understanding the strengths and gaps in suicide prevention services and supports
3. Publicizing vital information on the signs of suicide, where to seek help and how to offer help.
4. Facilitating resources to those affected by suicide and suicidal behavior
5. Advancing policies and practices that contribute to the prevention of suicide

Core Values

The Coalition for Suicide Prevention in Clackamas County (CSPCC) believes that these core values best support suicide prevention in Clackamas County:

- ✦ Combining a public health and mental health approach to prevention
- ✦ Collaboration and non-competitive partnerships
- ✦ Evidenced-based and promising practices
- ✦ Cultural and linguistic sensitivity
- ✦ Policies and practices informed by those with lived experience
- ✦ Policies and practices that are trauma-Informed
- ✦ Policies and practices informed by the values and practices of a Culture of Recovery
- ✦ Coordinated and accessible services
- ✦ Support for individuals, families, and communities

Purpose

The Coalition for Suicide Prevention in Clackamas County was formed as part of the Clackamas County Zero Suicide Initiative and to inform the development of a two to four year community wide suicide prevention strategic plan to guide suicide prevention efforts and identifying recommendations, priorities and action steps. The coalition will provide guidance, and support in the implementation of the recommendations made in the strategic plan.

Role

The Coalition for Suicide Prevention in Clackamas County's (CSPCC) role is to lead the charge to make suicide prevention a priority in the county and create opportunities and recommendations for broad-based involvement through the strategic plan, by:

- ✦ Effectively engaging stakeholders, and the community at large;
- ✦ Collaborating with one another and others in the community to make recommendations for and/or implement the activities and objectives in the strategic plan; and
- ✦ Providing guidance to program activities developed and implemented as a result of the recommendations put forth in the strategic plan, as needed.

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Alignment with National Strategy for Suicide Prevention Framework

In recognition of the comprehensive merits and holistic approach of the 2012 National Strategy for Suicide Prevention, the CSPCC will use it as a framework for building the CSPCC Strategic Plan. The CSPCC will apply the National Strategy to reflect the scope of the Coalition and the situation in Clackamas County; the CSPCC will use the four Strategic Directions from the National Strategy and relevant objectives (local and county specific objectives) (and any updates) to frame the CSPCC strategic plan. The CSPCC may also consult and utilize pieces of other international, federal, state and local plans. The four strategic directions are:

Strategic Direction 1: Promote healthy and empowered individuals, families, and communities

Strategic Direction 2: Increase suicide prevention protective factors and environments; enhance clinical and community suicide prevention services and supports.

Strategic Direction 3: Enhance treatment and support Services

Strategic Direction 4: Build Information, Research, and Evaluation Systems for Suicide Prevention

Membership

The Coalition for Suicide Prevention in Clackamas County (CSPCC) will make every effort to engage members from the following stakeholder groups:

- ✦ Higher Risk People, including:
 - Rural Populations
 - Hispanic & Latino
 - Russian & Eastern European
 - Native American
 - Asian/Pacific Islander
 - Lesbian, Gay, Bisexual, and Transgender
 - Older Adults
 - Transitional Age Youth
 - Middle Age Men
- ✦ First responders (law enforcement, emergency medical technicians, paramedics, fire fighters, lifeguards)
- ✦ Faith-based communities
- ✦ Mental Health Services & other mental health providers & supports (with special focus on those working with children, older adults and adults and offering culturally specific services)
- ✦ Alcohol and Drug Services and other alcohol and drug providers
- ✦ Peer Services Providers
- ✦ Aging Services
- ✦ Pharmacists
- ✦ Suicide prevention organizations
- ✦ Schools (Public, Private, Community Colleges, Universities, etc.)
- ✦ Primary Care health providers & Emergency department staff
- ✦ Mental Health Prevention and Early Intervention services providers
- ✦ Medical Examiner
- ✦ Help, warm, and crisis lines
- ✦ Military & Veteran's Affairs
- ✦ Social services organizations
- ✦ Media
- ✦ Local businesses (employers, Chambers of Commerce)
- ✦ Consumers
- ✦ People with Lived Experience
- ✦ Others

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Member Roles and Responsibilities

The roles and responsibilities of individual Coalition for Suicide Prevention in Clackamas County (CSPCC) members shall be:

1. Participate in CSPCC activities, through CSPCC monthly meetings, steering committee and/or workgroup meetings. Read pre-meeting materials, if provided, and come to meetings prepared to participate. Respond to requests for action sent via email if appropriate.
2. Maintain regular communication with CSPCC members, CSPCC Co-Chairs. If job responsibilities or obligations change and the member is no longer able to attend meetings and participate in CSPCC activities, the member will make a recommendation for an alternate individual from their organization to fill this important role.
3. If committing to an action item through the CSPCC, follow-through on the commitment. If unable to fulfill this commitment, communicate this to the CSPCC Co-Chairs.

Terms of general membership

Members agree to participate in meetings for at least one year. All community members are welcome.

Coalition Leadership – Co-Chairs and Steering Committee

The co-chairs of the coalition shall be appointed by the Coalition sponsors (the Directors of Health, Housing and Human Services and Behavioral Health Division of Clackamas County) for the first two years (through October 2020) for terms between one and two years. Interested parties may apply to become members of the steering committee. The co-chairs and sponsors will choose the initial steering committee. Once the coalition is established after the first two years, the Coalition will revisit the appointment process in January 2021.

The roles and responsibilities and terms of the Co-Chairs and Steering Committee for the Coalition for Suicide Prevention in Clackamas County (CSPCC) members are outlined in the Coalition Co-Chairs and Steering Committee Roles and Responsibilities as Appendix A and part of this charter.

Vacancies

A co-chairs' or steering committee member's position may be declared vacant if the member:

- Resigns from the being a co-chair (this should be in writing and forwarded to the sponsors) or resigns from being a steering committee member (this should be done in writing and forward to the co-chairs)
- Fails to attend more than three meetings without prior notice
- In a case where a co-chair or steering committee position is declared vacant, the remaining co-chairs and coalition sponsors may appoint an alternative representative to fill the term of the position.

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APPENDIX A

COALITION CO-CHAIRS & STEERING COMMITTEE (draft 12.11.18)
Roles & Responsibilities

The co-chairs, in conjunction with the steering committee are responsible for ensuring general oversight for coalition activities and associated projects and that planning, implementing, and evaluating activities associated with the Coalition is carried out. They may also create additional designated positions within the steering committee if necessary, such as a Treasurer. The Co-chairs, supported by the Steering Committee, will work to develop and implement strategies that will lead to long-term involvement of community institutions, organizations and individuals in health promotion, assessment, and evaluation activities.

Co-chairs will be confirmed by the project sponsors – the Director of Behavioral Health and the Director of Health, Housing and Human Services in Clackamas County through December 2020 while the Coalition is developing. The process will be reviewed and revised in 2021.

One of the co-chairs will be the Suicide Prevention Coordinator for Clackamas County. The other two will be nominated/volunteer and serve for at least one year as a co-chair. Coalition co-chairs will help design and facilitate the steering committee and the full coalition meetings. They will be the spokespeople for the coalition, unless that responsibility is delegated in writing.

The co-chairs will work closely with a steering committee and may delegate and share leadership responsibilities with steering committee members as appropriate. Co-chairs and steering committee members will have variable terms (no greater than two years and not less than one) to support leadership transitions. Individuals may serve for more than one term.

SPECIFIC DUTIES INCLUDE:

1. Represent coalition through professional associations locally, statewide and nationally.
2. Recruit and maintain a diverse coalition membership with local and county partners, and the state partners as appropriate.
3. Ensure coordination, in cooperation with Clackamas County H3S staff, of activities such as:
 - Needs assessment and health planning activities
 - Development of instruments and protocols for testing effectiveness of coalition strategies
 - Analysis of community health indicators data
 - Development of relevant policy recommendations related to suicide prevention
 - Collaborate, as appropriate, with other local, state and national organizations focusing on suicide prevention
4. Facilitate coalition members in conducting strategic planning
5. Coordinate and facilitate coalition meetings and communicate effectively with members to promote collaboration, negotiation, and problem solving

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6. Plan, coordinate, and conduct educational and training activities. Develop training, reference materials, and workshops for coalition and community members and coalition activities, as appropriate
7. Establish, convene and lead ad hoc work groups.
8. Collaborate and work closely with the health and mental health department administrators, legislators, heads of health plans, hospitals, physicians' health organizations, related businesses, academic institutions and community-based organizations to promote coalition's mission and goals
9. Ensure the development of marketing and media materials, campaigns, and opportunities in conjunction with the County PGA staff.
10. Ensure the coalition develops legislative action plan that promotes the coalition mission by: developing position statements; reviewing and recommending policies, and advocating for policies/legislation at county/state/federal levels, as appropriate. When individual members are prohibited in participating in legislative or other advocacy activities, these activities will be carried out by other members of the steering committee and the coalition, as appropriate.
11. Continuously evaluate the effectiveness of the coalition effectiveness the strategic plan
12. Periodically document findings and progress of programs and activities in ~~written quarterly~~ reports to sponsoring organizations, other funding agencies, and coalition members
13. Report and present coalition progress and program findings through publications and presentations at national meetings/conferences
14. Deal with members and staff fairly, sensitively and confidentially
15. Promote collaboration, conflict resolution and decision-making
16. Be open to diverse opinions and points of view

Time Commitment:

- Approximately 3 hours per month
- Attend Steering Committee and Coalition meetings, and major Coalition activities, and work groups as necessary
- One-to-two year availability (to ensure smooth leadership transition)

Qualifications:

- Ascribe to Coalition mission, goals and bylaws
- Possess strong leadership and organizational skills
- Be familiar with or willing to learn principles of inclusive facilitation and decision making