

**Suicide Prevention Coalition of
Clackamas County (SPCCC) Charter**

**Table of Contents
Reviewed at Steering Committee 05.05.21
Adopted by the Steering Committee on 05.05.21**

	Topic	Page(s)
I.	Vision	2
II.	Mission	2
III.	Core Values	2
IV.	Commitment to Anti-Racism	2 to 3
V.	Role	3
VI.	National Suicide Prevention Strategy Guidance	3
VII.	At Large Coalition Participation	3
VIII.	Meeting Operating Guidelines for Coalition Meeting & Gatherings	4 to 5
IX.	Appendix A -- Roles & Responsibilities for the Steering Committee & At Large Coalition Participation	6 to 9

Suicide Prevention Coalition of Clackamas County (SPCCC) Charter

I. Vision

The vision of the Coalition for Suicide Prevention in Clackamas County (SPCCC) is to develop and help guide implementation of a suicide prevention strategy identifying recommendations, priorities, and action steps toward the goal of zero suicides in Clackamas County, Oregon.

II. Mission

The mission of the Coalition for Suicide Prevention in Clackamas County (SPCCC) is to prevent suicides in Clackamas County, is to:

- ✦ Build an inclusive membership that involves groups and people at risk, people with lived experience, suicide loss survivors and treatment and support and advocacy organizations for whom suicide prevention is a priority.
- ✦ Conduct and facilitate outreach and education about warning signs of suicide, how to intervene, and resources for help
- ✦ Identify equitable, accessible, and effective services and supports and advancing policies and practices that prevent suicide
- ✦ Convene organizations and individuals to work collaboratively to advance suicide prevention.

III. Core Values

Our core values support policies and practices for suicide prevention are:

- ✦ Evidence-based and/or based on promising practices
- ✦ Informed by those with lived experience as attempt or loss survivors and consistent with cultural and linguistic sensitivity
- ✦ Equitably provided
- ✦ Trauma-Informed
- ✦ Informed by the values and practices of a Culture of Recovery
- ✦ Are directed across the life span
- ✦ Provide support at individual, family, and community levels
- ✦ Commit to a pursuit of being anti-racist and creating a radically inclusive space for members

IV. Commitment to Anti-Racism

The Suicide Prevention Coalition of Clackamas County condemns all forms of discrimination including racism, institutional violence and system inequities that negatively impact people of color. To be truly dedicated to suicide prevention, we must be committed to addressing systems that create and perpetuate trauma, pushing people to the brink and even ending their lives in despair and hopelessness.

- ✦ We acknowledge the land we occupy and from which we work, recognizing we have benefited from this stolen land. We respectfully acknowledge the original caretakers. Oregon was the historical land of at least nine tribes who made their homes in traditional village sites along the Columbia River and throughout Oregon. Many tribes also traveled and traded throughout Oregon and the plentiful natural resources of this area. As we move forward, we recognize these original peoples upon whose backs this state was built, as well as their ongoing stewardship of this land.

Suicide Prevention Coalition of Clackamas County (SPCCC) Charter

- ✦ We acknowledge the experience of Black and Brown community members and the reality and threat of institutionalized violence authorized by a white culture. We cannot ignore a shared history where racism justifies and sustains centuries of atrocities against African, Native, Hispanic, and Asian Americans.
- ✦ We recognize that systematic inequities, particularly those based on race and ethnicity, are major obstacles for families, individuals, and communities. Health and behavioral health systems have contributed to that systematic inequity. Structural discrimination continues to limit access and opportunity and traumatize those who are not part of and/or do not identify with the dominant culture.
- ✦ We pledge to:
 - Understand the role that behavioral health systems play in perpetuating oppression and shine a light on the dynamics that further oppression and advocate for change.
 - Value, engage and make space for all voices; we are committed to incorporating and elevating the voices of people of color, specifically Black and Brown voices, to inform practice, policy, and systems.
 - Engage in work informed by people of color and organizations of color.
 - Use an anti-racist equity and empowerment lens (with a racial-justice focus) to improve planning, decision-making, and resource allocation leading to more equitable policies and programs.
 - Challenge attitudes, myths and beliefs that perpetuate discrimination and disparities in the delivery of human services.
 - Advocate for anti-racist policies, practices, and funding that advance equity.

V. Role

The Coalition's role is to lead the charge to make suicide prevention a priority in the county, create opportunities for involvement to advance suicide prevention, and bridge engagement with individuals and organizations whether or not they are active members of the Coalition.

VI. National Strategy for Suicide Prevention Framework Guidance

In recognition of the holistic approach of the 2012 National Strategy for Suicide Prevention, the Coalition will refer to it as a framework for building the local strategy as it applies to Clackamas County.

VII. At-Large Coalition Participation

The mission of the Coalition is to build an inclusive group of at-large Coalition participants that involves people at risk, people with lived experience, suicide loss survivors and support, treatment and advocacy professionals, volunteer, and organizations for whom suicide prevention is a priority.

The connection between situational pressures and emotional distress (risk factors) is supported by data. Examples of pressures include lack of financial security, job loss, housing instability, exposure to trauma, death, stress, fear, and social injustice. The Coalition for Suicide Prevention in Clackamas County (SPCCC) will use available data sources in the following order: Clackamas County or other local data, Metro area data, Oregon State data and national data. The Coalition will regularly review trends and adapt to changing information.

Suicide Prevention Coalition of Clackamas County (SPCCC) Charter

VIII. Meeting Operating Guidelines, Decision Making and Conflict Resolution for Coalition Meetings

1. Show each other respect.
2. Start and end on time.
3. Listen to others and be open to hearing others' perspectives.
4. Share the airtime and self-regulate your participation; please do not interrupt others while they are speaking.
5. Please keep to one conversation and avoid sidebar conversations.
6. Create a safe environment.
7. We value stories of lived experience and we want to communicate about the topic safely.
 - a. We recognize the value of stories of lived experience and welcome them as an essential part of our discourse.
 - b. We also recognize that certain words, statistics and details about suicide attempts or deaths can activate emotions and feelings. To communicate safely, we will strive to be mindful about sharing details of a suicide attempt or death, discussion of statistics, discussion about means or other topics that may have potentially dangerous content.
 - c. Please do not share personal stories that are told in the meeting outside the meeting.
 - d. How we say it matters. We suggest using the phrase "died by suicide" instead of "commit," because "commit" is a word associated with a crime or a sin. We also suggest avoiding the use of the terms "successful" or "unsuccessful" when talking about attempts/suicides; as an alternative we suggest saying "attempts" or "died by suicide," so that we avoid attributing positives or negatives.
8. Please place mobile phones on vibrate during the meeting and take important calls outside the room. Thank you for your cooperation.
9. The role of the meeting facilitators is to manage the agenda, the discussions, and the time we have together; please cooperate with their requests.
10. Please raise your hand to be recognized by the facilitator if you want to contribute to the full group.
11. There are often many possible solutions to complex issues; when generating ideas about solutions, please strive to speak about interests, not positions.
12. Identify next steps that foster commitment to the goals.
13. Resource Table – please share information about other upcoming events, programs, or trainings by providing written materials for the resource table which will be available at all meetings of the Coalition; because of time limitations we request no verbal announcements; thank you for your cooperation.
14. Decision Making for Coalition Meetings

Suicide Prevention Coalition of Clackamas County (SPCCC) Charter

Steering Committee

- Steering Committee – A quorum is 50% of the current members, plus one. Decisions will be made by majority vote and only when a quorum is present; in the event that there is full Coalition decision making that requires conflict resolution, the Steering Committee will design a conflict resolution process based on principles of inclusion and lived experience. Quorum may include members that are present in person or present through digital media.
- The Steering Committee is charged with bringing matters to the full Coalition for exploration, deliberation and/or decision making. If a matter is raised during a full Coalition or Work Group meeting that has not previously been discussed by the Steering Committee, it will be referred to the Steering Committee for resolution.
- The Steering Committee has the option to revisit a Coalition vote for the sake of inclusiveness and to ensure that opposing or divergent viewpoints are recognized, and if possible, incorporated or addressed.

Full Coalition

- Full Coalition -- Decisions by majority vote; vote may be reconsidered to include alternative perspectives raised by at-large Coalition participant. If the full Coalition is unable to come to a satisfactory resolution, the matter will be referred to the Steering Committee who will work with the Coalition to reach a resolution.

Ad Hoc Work Groups

- Ad Hoc Work Groups – Decisions by majority vote of those present either in person or through digital media; vote may be reconsidered to include alternative perspectives raised by work group members. If the ad hoc work group is unable to come to a satisfactory resolution, the matter will be referred to the Steering Committee who will work with the ad hoc group to reach a resolution.

15. Conflict Resolution for the Coalition

- The Steering Committee is charged with resolving conflicts for the Coalition, including but not limited to, getting additional perspectives, doing additional research and other methods to ensure equity, diversity and inclusion in decision making within the Coalition.

Posting Highlights of Coalition Meetings

The highlights of the full Coalition meetings together with any other materials or presentations offered at the meeting will be posted on the Suicide Prevention page of the Clackamas County website.

Annual Review of the Charter

The Charter will be reviewed by the Steering Committee annually beginning in April 2021, or as needed on a situational basis.

The Roles and Responsibilities of the Coalition Steering Committee and membership can be found in *Appendix A* of this Charter.

Suicide Prevention Coalition of Clackamas County (SPCCC) Charter

IX. APPENDIX A

SUICIDE PREVENTION COALITION OF CLACKAMAS COUNTY (SPCCC) STEERING COMMITTEE & AT-LARGE COALITION PARTICIPANTS

Roles & Responsibilities

STEERING COMMITTEE MEMBERS

The Steering Committee is responsible for general oversight for Coalition activities and associated projects. Responsibilities include ensuring that the planning, implementing, and evaluating activities associated with the Coalition are carried out. The Steering Committee will work to develop and implement strategies that are intended to lead to involvement of community institutions, organizations, and individuals.

Up to ten people may be appointed to the Steering Committee; one of the Steering Committee members will be the Suicide Prevention Coordinator for Clackamas County. Steering Committee members will work collaboratively to establish priorities with the Coalition, define direction and specific strategies for the Coalition, will design and facilitate the Steering Committee and the full Coalition meetings. Steering Committee members will serve as spokespeople for the Coalition. When the Coalition takes formal positions and/or makes presentations where a united voice is important, designated spokespeople and speaking points will be adopted by the Steering Committee.

Steering Committee members will serve terms of two years with different ending dates to support leadership transitions. Each member will have a specific term. Individuals may serve for more than one term and will be automatically renewed unless they step down from the position.

SPECIFIC DUTIES OF THE STEERING COMMITTEE MAY INCLUDE:

1. Representing Coalition through professional associations locally, statewide, and nationally.
2. Recruiting and maintaining a diverse Coalition membership with local and county partners, and state partners as appropriate
3. Ensuring coordination within the scope of the Coalition and in coordination with Clackamas County Health, Housing and Human Services (H3S) sponsors, of activities such as:
 - Needs assessments and planning.
 - Evaluating effectiveness of the Coalition and Coalition strategies.
 - Receipt and analysis of community health indicators data.
 - Facilitate Coalition in developing relevant policy recommendations related to suicide prevention.
 - Collaborate, as appropriate, with other local, state, and national organizations focusing on suicide prevention.
4. Facilitating the Coalition in strategic planning, guiding the development of a comprehensive action plan, and an annual plan of action.

Suicide Prevention Coalition of Clackamas County (SPCCC) Charter

5. Coordinating and facilitating Coalition meetings and communicating effectively with members to promote collaboration, negotiation, and problem solving.
6. Planning, coordinating, and conducting educational and training activities within the scope of the Coalition. Developing, as appropriate within the scope of the Coalition, training, reference materials, and workshops for Coalition and community members and Coalition activities.
7. Establishing, convening, and leading ad hoc work groups.
8. Collaborating and working 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. Ensuring the development and distribution of Coalition marketing and media materials, campaigns, and opportunities in conjunction with the Clackamas County Public and Government Affairs staff and policies.
10. The Coalition may work towards legislative action that promotes the Coalition mission. Examples of action include, but are not limited to – developing position statements, preparing Coalition participants for meetings and testimony, 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.
 - When working on legislative action as a Coalition member, members agree and understand that they are speaking strictly on behalf of the Coalition and no other organization that they may be affiliated with.
 - If a member wishes to work towards legislative action that the Coalition is not taking, members understand that they are not representing the Coalition but are acting as an individual constituent.
 - Refer to section VII (14) for how Coalition decisions are made.
11. Ensuring evaluation of the effectiveness of the Coalition and Coalition plan and promoting achievements.
12. Dealing with Coalition participants fairly, sensitively, and confidentially.
13. Promoting collaboration, conflict resolution and decision-making.
14. Being open to diverse opinions and points of view.
15. The Steering Committee may also create additional designated positions within the Steering Committee if necessary, such as a Treasurer, Education Coordinator, Ad Hoc Work Group Leader, etc.

Suicide Prevention Coalition of Clackamas County (SPCCC) Charter

Time Commitment:

- Approximately 3-5 hours per month
- Attend Steering Committee and Coalition meetings, and major Coalition activities, and work groups as necessary
- If a Steering Committee member is unable to attend Steering Committee meetings, they should email the group in advance if unable to come.
- One-year 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
- Attend a majority of Coalition and Steering Committee meetings
- Be highly collaborative
- Demonstrated ability to be a role model for Coalition practices
- Genuinely strive for broad representation
- Majority of the Steering Committee lives and/or works in Clackamas County

Appointment Process

Steering Committee candidates shall apply to and be appointed the existing steering committee for a term of two years. Interested parties may apply to become members of the Steering Committee. Applications for the Steering Committee will exist on the Clackamas County Website with notification of when applications will be accepted.

Vacancies

A Steering Committee member's position may be declared vacant if the member:

- Resigns from being a Steering Committee member (this should be done in writing and forward to the Suicide Prevention Coordinator)
- Fails to attend more than three meetings without prior notice
- In a case where a Steering Committee position is declared vacant, the remaining Steering Committee members and Coalition sponsors may appoint an alternative representative to fill the term of the position or open up applications.

AT-LARGE COALITION PARTICIPANTS

Roles and Responsibilities

At-Large Coalition Participants are asked to:

1. Participate in and prepare for (as needed) SPCCC activities, through monthly meetings and workgroup meetings, come to meetings prepared to participate and respond to requests for action sent via email as appropriate.

Suicide Prevention Coalition of Clackamas County (SPCCC) Charter

2. Respect boundaries and confidentiality to create a safe space at meetings and events and to support safety in all interactions around suicide and suicide prevention.
3. Maintain regular communication with the Coalition and the Steering Committee. If job responsibilities or obligations change the participant is no longer able to attend meeting and participate in the Coalition's activities, the participant will recommend an alternate individual from their organization to fill this important role.
4. Follow through on any commitments made; if unable to fulfill commitments, communicate to the Steering Committee.

Revised ~~04.19; 10.19; 12.19; 01.20; 02.03.20; 05.11.2020; 12.16.20; 03.09.2021; 04.07.21;~~ 05.05.21