

**Local Committee Recruitment Discussion Notes &
CAC Coordinator's Next Steps Recommendation**

May 7, 2019

1) What has worked well in the past for recruitment brainstorm list

- a) Health Administrator recruitment, especially when they invite the person to coffee and then to a meeting and then follow up after the meeting.
- b) Local Committee member recruitment (from OFSN, CHANCE, another committee), especially when they invite the person to coffee and then to a meeting and then follow up after the meeting.
- c) LLAC members out in the community talking about IHN.
- d) Community Partner recruitment onto the local committees, such as when a member of a local committee is from an organization such as DHS and they recruit through their work connections.
- e) For people to want to be involved:
 - i) They have to believe they'll be heard & have an impact
 - ii) Be approached in a trauma-informed, meet them where they're at, manner.
- f) CAC Coordinator providing orientation after a few meetings. (Earlier is sometimes overwhelming).
- g) Listing commonly used acronyms on every agenda
- h) Willamette Neighborhood Housing newsletter
- i) Having it during the day is good because parents can't attend evening meetings and some people can't drive at night. Also, a lot of OHP members work evenings (see 2e below).

2) What hasn't worked well in the past brainstorm

- a) Community Engagement Project, mostly because there were few OHP members at these events and/or they were not health related events.
- b) Fliers hung in various locations around the community
- c) IHN-CCO website
- d) IHN-CCO member handbook packet
- e) Lack of transportation, meals at meetings, childcare at local meetings, time of day (See item 1i. above)
- f) Talking about Local Committee at other committees without anything written up to share.

3) Recruitment strategies to use going forward, brainstorm list

- a) Assign mentor to those who attend a meeting (or meet with prospective member in advance) and follow up within two days of that meeting.
- b) Community partners who are on the local committees could help with recruitment (CHANCE Health Navigators, DHS, Samaritan, etc.) This means we need to

- i) Recruit more community partners onto the Local Committees
- ii) Ask community partners at DST and Workgroups to help with recruitment and/or join a local committee
- c) Put together CAC information in a flier and business card
- d) Local Committees could put their meeting times into Newspaper calendars
- e) Samaritan (e.g. regular feature in Heart to Heart)
- f) Have a public relations item regularly on the Local Committee agenda
- g) Social media

4) Who else might be able to help us recruit and how?

- a) IHN-CCO
 - i) Press release of CCO 2.0 could include information on Local Committee recruitment.
 - (1) Local Committees follow up on this.
 - (2) Put information on Local Committee in the same place at the Regional CAC meeting information and update that more regularly.
 - (3) Ask for assistance from community partners at IHN-CCO meetings (DST, RPC, BOD, Workgroups, QMC, etc.)
 - (4) Newspaper
- b) Samaritan, DHS, ELH, CHANCE, Linn Benton Health Equity Alliance, IHN-CCO partners at meetings (see above), Churches and pastoral groups, Community news in newspaper, Centro de Ayuda, etc.

5) Resources and materials needed for recruitment

- a) Flier/insert/tri-fold with OHP CAC member quotes about the impact of their work on the CAC and IHN-CCO Statement of “We want you.”
- b) Business card with CAC information
- c) CAC impact, history, and quotes (something along the lines of the video IHN did of the CAC)
- d) Simple Org chart for orientation (CAC, Locals relationship to DST, RPC, BoD, OHA)
- e) Track why people who used to come can no longer participate

6) Next Steps Recommendation from CAC Coordinator for Local Committees & Coordinator:

- a) Update and create Local Committee recruitment materials
- b) Recruit community partners to Local Committees & enlist their help in recruitment of OHP members.
- c) Local Committees consider assigning mentors to prospective members
- d) Requests to IHN-CCO:
 - i) Include Local Committee recruitment in new CCO contract press release
 - ii) Update CAC meeting times and add Local meeting times to that page