

Executive Committee of the OPSC Board of Directors Meeting Minutes

December 13, 2022 | 11:30 a.m. – 12:00 p.m. | Virtual Meeting

| Attendees | | Present | Virtual | Absent |
|-----------------------------|---|-------------------------------------|--------------------------|-------------------------------------|
| Executive Committee Members | Judy Marvin (<i>Chair</i> , Health Insurer) | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | Mary Engrav (<i>Vice-chair</i> , Health Insurer) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Leah Mitchell (<i>Treasurer</i> , Hospital Administrator) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| OPSC Staff | Valerie Harmon (Executive Director) Stephanie Warren (Program Assistant) | | | |
| Guests | | | | |

| Agenda Items | |
|--|---|
| Convene Meeting | Mary Engrav called the meeting of the Executive Committee (EC) of the Oregon Patient Safety Commission (OPSC) Board of Directors to order at 11:30 a.m. |
| Approve Minutes | <p>Mary Engrav requested that the EC approve the EC meeting minutes from September 9, 2022.</p> <p>Action Item: Approve September 9, 2022 Meeting Minutes</p> <ul style="list-style-type: none"> Motion: Leah Mitchell moved to approve the September 9, 2022 EC meeting minutes and Mary Engrav seconded. <p>Vote: Mary Engrav called for a vote to approve the September 9, 2022 EC meeting minutes and conducted a roll call vote. Mary Engrav and Leah Mitchell voted in favor. The motion passed.</p> |
| Review OPSC Board of Directors Meeting Agenda and Action Items | <p>The EC members reviewed the agenda and action items for the December 13, 2022 OPSC Board meeting. The discussion included:</p> <ul style="list-style-type: none"> Welcome, Roll Call, and Public Comment and Review Agenda, Approve Minutes, Acknowledge Receipt of Consent Agenda Materials <ul style="list-style-type: none"> First board meeting for new OPSC Board member, Katie Hufft (<i>Pharmacy position</i>) Treasurer’s Report Executive Director’s Report Board Membership Update |

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- Officer elections at the February 14, 2023 board meeting
 - Board Chair
 - Treasurer
 - Early Discussion and Resolution (EDR) Report Feedback
 - EDR Logic Model Overview and Feedback
 - Upcoming Board Meeting Topics
 - Patient Safety Reporting Program (PSRP) Clinical Questions

Adjourn

The meeting was adjourned at 11:49 a.m. Any updates to the meeting schedule will be available on the [Our Governance page](#) of the OPSC website.

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