

OHSU-[Covington Recommendations] Implementation Committee Charter

Introduction

In March 2021, OHSU retained Covington and Burling LLP (Covington) to lead an independent and thorough investigation regarding “inequitable treatment, discrimination, harassment, bullying, or intimidation [at OHSU] based on race, color, religion, national origin, disability, age, marital status, sex (including pregnancy), sexual orientation, gender, gender identity or gender expression”, principally by assessing whether OHSU’s current policies, procedures, and practices were optimally-designed to ensure that individuals are treated equitably, to prevent misconduct, and to ensure best practices. OHSU also asked Covington to address “how OHSU has handled, and how it should handle in the future, reports of inequitable treatment, discrimination, or harassment based on these protected characteristics, or based on other differences due to power dynamics, or retaliation for reporting these types of improper conduct,” including whether community members feel comfortable reporting these issues and whether they are appropriately investigated and addressed; whether existing data suggests disparities in reporting or outcomes; and whether OHSU acts in accord with best practices regarding communication of reports, investigations, and outcomes.

In December 2021, Covington completed its comprehensive investigation and issued its investigative findings and recommendations to address institutional cultural challenges. Shortly after sharing Covington’s findings with its members, OHSU also pledged to: (1) convene an implementation committee for Covington’s recommendations focused on planning and adoption with metrics and milestones for measuring progress that will be regularly shared with our members; and (2) create an oversight committee to ensure accountability that will report to the OHSU President and OHSU Board of Directors.

This charter specifies the purposes, responsibilities and authority of the implementation committee.

Section 1. OHSU-Covington Recommendations Implementation Committee. The OHSU President will establish the OHSU-Covington Recommendations Implementation Committee (Committee). The Committee is tasked with implementing the Recommendations found in Covington’s December 9, 2021, “*Report to the Board of Directors of Oregon Health and Science University*” (Report).

Section 2. Membership. Committee members shall be appointed and may be removed by the OHSU President. Alice Cuprill Comas and Susan Bakewell-Sachs will each serve as Committee Co-Chairs, with Ms. Cuprill Comas also serving as moderator for the Committee.

The Committee Chair(s) shall:

1. Set meeting agendas in consultation with other Committee members;
2. Chair Committee meetings;
3. Act as a liaison between the Committee and the oversight committee and as a liaison between the Committee and OHSU President and OHSU Board;
4. Provide the Committee’s regular reports to the oversight committee and the OHSU Board.

Section 3. Term. Each member will serve on the Committee until OHSU’s Board of Directors determines the functions of the implementation committee have been achieved.

Section 4. Removal of Committee Members. The OHSU Board of Directors or OHSU President may remove a Committee member for violations of OHSU’s code of conduct or OHSU policy. Any Committee member who is also an OHSU Member that is terminated, separates or otherwise ceases to be an OHSU Member after joining

the Committee, shall be removed from the Committee as of the date of their termination, separation or departure.

Section 5. Powers of the Committee. The Committee will have the following defined authorities:

1. Provide advice, guidance, and direction to the program and project teams to ensure successful implementation of the Report recommendations
2. Define the key performance indicators and success measures that will be reviewed and monitored by the Oversight Committee;
3. Serve as champions for the program across the organization;
4. Work closely with the Oversight Committee to ensure that community voices across campus have input as the program is initially defined and throughout the ongoing implementation process;
5. Provide information reasonably required for the Oversight Committee's function in a timely and transparent manner;
6. Hold meetings for 90 minutes twice per month on the 1st and 3rd Thursdays of the month until OHSU's Board of Directors determines the functions of the implementation committee have been achieved;
7. Keep appropriate records of Committee activities;
8. Report monthly on the Committee's activities and progress to the OHSU President, the OHSU Board of Directors and the Oversight Committee;
9. Provide monthly updates to the larger OHSU community with complete access to meeting minutes;
10. Create a final report at the conclusion of the Committee's work to be communicated in writing or in person to the OHSU President and OHSU Board.