Health Technology Clinical Committee – Retreat Agenda

Date: Friday, January 20, 2012: 8:00 a.m. to 5:00 p.m.
Location: Cedarbrook

Purpose: Provide an opportunity for committee members to reflect on committee goals and evaluate progress; identify what process and structure are satisfactory and what may need change. Build committee rapport and encourage supportive environment in order to effectively address substantive work. Provide direction to program staff.

Note: No committee action or decisions (e.g. review or re-review of health technologies or bylaw changes) will be taken at the retreat.

TIME	LEAD	TOPIC	OUTPUT
Breakfast (7 am – 8 am)			
8:00 – 8:15	HTA Chair	**Welcome and Overview** ▪ *Resources:* Agenda	
8:15 – 8:30	*HTA*	**Program update on outcomes and feedback** *Performance Measures and Outcomes Info.*	Information Update
8:30 – 9:45	*OHSU* *All*	**Stakeholder Engagement Project** *Pam Curtis will present findings from the project* ▪ *Committee Q&A / discussion*	Discussion
Break (15 min)			
10:00 – 11:00	*All*	**Agency Perspective** *Agency staff invited to provide perspective on program, any issues or gaps, implementation, feedback, and discussion on what agencies can do to assist (e.g Key questions, data)*	Comment and discussion
11:00 – 12:00	*HTA* *All*	**Committee View** Reflections on committee's purpose, whether & how well it is being achieved ▪ *Each person identifies one positive thing and an area needing improvement*	Gather Individual Input And Reflection
Lunch (1 hour)			
1:00 – 2:45	*HTA/All*	**Committee Effectiveness** Discussion and review of committee decisions and Process ▪ *Coverage with evidence development*	Discussion
Break (15 min)			
3:00 – 4:30	*All*	**Committee Effectiveness** ▪ *Topic Selection and Key Question Generation* ▪ *Cost, Cost-Effectiveness, and Budget Impact* ▪ *Changes / Solutions*	Discussion of Process Proposals and discussion on process changes
Break (15 min)			
4:45 – 5:00	*Chair* *All*	**Continue Discussions and Wrap Up** Individual Comments on retreat; closing vice-chair comments, assignments if needed	Summarize day Identify tasks and responsibilities