Purpose
The purpose of the Strategic Planning and Outreach Committee (Committee) of the Maricopa Health Centers Governing Council (Council) is to identify, develop, and implement strategic planning and outreach initiatives to address the changing healthcare environment in Maricopa County.

Membership
The Committee shall consist of a Chair, a Vice Chair and no more than four (4) additional Council members. A voting member of the Council will serve as the Committee Chair. The committee Chair will recommend and the Committee will appoint a Vice Chair. The Chief Executive Officer of the Maricopa Health Centers Governing Council is an ex-officio, non-voting member of the Committee. In addition, the Committee will appoint the Vice President of Strategic Planning, one (1) Maricopa Integrated Health System (MIHS) ambulatory services administration staff member, and one (1) MIHS Marketing & Public Affairs staff member to sit on the Committee as non-voting members. In accordance with the Council Bylaws, voting members are appointed by the Council. The Council shall seek voting members preferably with knowledge in the area of quality/health care services. Voting members shall serve for a two (2) year term with a maximum of two terms.

Responsibilities
In conjunction with MIHS staff, the Committee will:

1. Annually, identify and make recommendations to the Council to approve strategic initiatives for the MIHS FQHC-LA clinics.

2. Annually, make recommendations to the Council to approve new outreach plans. Continuous monitoring of existing strategic plan and outreach initiatives.

3. Ensure necessary resources are considered during the planning process.

4. Collaborate with appropriate committees to develop budgetary plans for initiatives.

5. Periodically, but not less than annually, review the Committee Charter and make recommendations for revisions to the Council.
Meetings
Meetings will be held quarterly. Additional meetings can be scheduled at the discretion of the Committee Chair.

Meeting Procedures
The Committee Chair will facilitate all meetings. The Committee Vice Chair will facilitate meetings in the Chair’s absence.

1. Meetings will be attended by Committee members in person or, when circumstances dictate, telephonically. A quorum shall consist of a majority of the voting Committee members, which is necessary for the Committee to meet and to take action.

2. Minutes shall be recorded and maintained for each Committee meeting in compliance with Arizona Open Meeting Laws and shall contain all actions taken by the Committee. Minutes recorded or maintained for Executive Session discussions, however, will be kept confidential pursuant to A.R.S. § 38-431.03.

3. The Committee will report its actions to the Council at the next regularly scheduled Council meeting.