



Valleywise Community Health Centers Governing Council Strategic Planning and Outreach Committee Charter

Purpose

The purpose of the Strategic Planning and Outreach Committee (Committee) of the Valleywise Community Health Centers Governing Council (Governing Council) is to identify, develop, and implement strategic planning and outreach initiatives to identify Valleywise Health Federally Qualified Health Centers (FQHC) Clinics health equity priorities to address health care needs in Maricopa County.

Membership

The Committee shall consist of a Chair, a Vice Chair and no more than three (3) additional Governing Council members. A voting member of the Governing 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 FQHC Clinics is an ex-officio, non-voting member of the Committee. In addition, the following Valleywise Health staff members will serve on the Committee as non-voting members: Vice President of Marketing and Communications, Vice President of Strategic Planning and Business Development, and Director of FQHC Operations. In accordance with the Governing Council Bylaws, voting members are appointed by the Governing Council. The Governing Council shall seek voting members preferably with knowledge in the area of community affairs, and social services. Voting members shall serve for a four (4) year term.

Responsibilities

In conjunction with Valleywise Health staff, the Committee will:

1. Conduct and approve a long-range, strategic plan at least once every three (3) years that identifies FQHC clinic priorities and addresses financial management and capital expenditure needs, that is consistent with the District's facility, strategic, business, financial and capital plans.
2. At least every three (3) years review the Committee Charter and make recommendation for suggested revisions to the Governing Council.

Meetings

Meetings will be held as needed. Additional meetings can be scheduled at the discretion of the Committee Chair.

Meeting Procedures

1. The Committee Chair will facilitate all meetings. The Committee Vice Chair will facilitate meetings in the Chair's absence.
2. Committee members must attend 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 Law 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 Governing Council meeting.