



## **Valleywise Community Health Centers Governing Council Ad Hoc Connecting with the Community Committee Charter**

### **Purpose**

The purpose of the Connecting with the Community Committee (Committee) of the Valleywise Community Health Centers Governing Council (Governing Council) is to enhance the engagement between the Federally Qualified Health Centers (FQHCs) and the surrounding community.

### **Membership**

The Committee shall consist of no more than four (4) voting Governing Council members, four (4) FQHC Clinic Managers, one (1) of which should be the Clinic Manager of the Mobile Health Unit; and one (1) staff member from each of the following departments: dental, community outreach, family resource centers, and integrated behavioral health. The Chief Executive Officer of the FQHCs is an ex-officio member of the Committee. All Committee members are voting members. A voting Governing Council member will serve as the Committee Chair. The Committee Chair will recommend, and the Committee will appoint a Vice Chair. Per the Governing Council Bylaws, Committee members are appointed by the Governing Council.

### **Responsibilities**

1. In collaboration with the Maricopa County Department of Public Health, develop focus areas for a Community Health Needs Assessment (CHNA). Make recommendations to the Governing Council to approve a CHNA at least once every three (3) years.
2. Collect and analyze community feedback to identify health priorities and barriers to access.
3. Ensure each FQHC's services, offerings, and programs meet the needs of the population it serves.
4. Ensure the community is informed about the FQHCs' programs and services and that they meet the needs of the population served.
5. Ensure the FQHCs' services are accessible to underserved and vulnerable populations, including low-income, minority, and elderly groups.

### **Responsibilities, cont.**

6. To support health promotion and social well-being, create or strengthen partnerships with community organizations, schools, local businesses, faith-based groups, and government agencies.
7. Review existing outreach efforts and community engagement programs to assess their effectiveness and recommend a plan to strengthen them, if necessary, to the Governing Council.
8. In collaboration with FQHC leadership, design and launch community engagement initiatives that address specific health needs identified in the CHNA.
9. Lead efforts to improve health literacy in the community by hosting workshops and informational sessions. Provide educational materials on health topics relevant to the local population.
10. Organize community events, health fairs, and educational seminars to engage residents in healthy living practices.
11. Recommend to Valleywise Health leadership new outreach methods, digital engagement tools, and partnerships that can improve community participation.

### **Meetings**

Meetings will be held quarterly or 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 by technological means. A quorum shall consist of a majority of the voting Committee members, which is necessary for the Committee to meet and to take action.
3. 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.
4. The Committee will report its activities to the Governing Council at least quarterly.