

Region VIII IPP Executive Committee Charter

Purpose:

The Executive Committee will lay the foundation for the RAC and workgroups by providing opportunities to discuss and problem-solve workgroup priorities, as well as identify key partners to be invited to participate with the RAC to help move the Region VIII IPP priorities forward.

- To support communication among/between states and programs
- To provide opportunities for brainstorming ways to advance the project
- To improve/support meeting agenda planning

Representation and Structure:

- At least one member from each of the 6 states
- At least one member from each of the 3 disciplines
- Each of the workgroup chairpersons

Term of Office:

- Members will serve a minimum of one 3-year term, which follows the 3-year regional plan cycle.
- Members may serve more than one term, as long as they are non-consecutive

Roles and Tasks:

- Conduct quarterly conference calls
 - May include presentations from their fellow RAC members (potentially a workgroup chairperson or other) in order to promote communication, brainstorming, and cross-pollination of ideas and feedback. JSI would assist in identifying topics from:
 - Successes from completed activities
 - Activities that need further guidance
- Help plan RAC meetings
- Help guide regional plan objectives
- Identify and support process for orienting new RAC members, such as:
 - Welcome email to new member with orientation materials (sent by JSI); and/or
 - Online meeting between JSI IPP staff, new member, current member (if possible), and 1-2 other Executive Committee members (should be same program as new member), with the goal of reviewing the IPP website and orientation materials (initiated by JSI); and
 - Identifying additional resources for the new member, such as the person they are replacing and/or their supervisor, as well as the designated Executive Committee member(s)

Members/Representation for 2012-2014

| | | |
|---|-------------------------|-----------------|
| Colorado | Karen Artell | Family Planning |
| Montana | Debbie Gibson | Laboratory |
| North Dakota | Mike Trythall | Laboratory |
| South Dakota | DeAnna Kyburz | Family Planning |
| Utah | Emily Holmes | STD |
| Wyoming | Canyon Hardesty* | STD |
| Laboratory Workgroup Chairperson | Kirk Bengé Utah Lab | |
| Clinical Services Workgroup Chairperson | Liz Johnson, Montana FP | |
| Data Workgroup Chairperson | * | |