

Community Engagement Committee

Statement of Purpose: The Community Engagement Committee is charged with making recommendations for approval by the Steering Committee outlining a consistent and robust community engagement process. This process should outline a method of: [a] disseminating Shared CHNA state and county-level results; [b] identifying priorities among significant health issues; and [c] identifying local, regional, or statewide assets and resources that may potentially address the significant health needs identified.

Scope of Authority: Members of the Community Engagement Committee share their expertise with the group to create processes and deliverables for the Steering Committee to review and approve.

Membership/Participation:

- The Community Engagement Committee is comprised of governmental public health experts, healthcare employees with expertise in community benefit activities, academia, healthcare member organizations, and philanthropic organizations who share their expertise with the group.
- Committee membership is open to any interested party with an investment in the Maine Shared CHNA mission. Recruitment is on-going.
- Committee members are expected to attend meetings regularly (or send a representative), provide input, and serve as liaisons to their organizations and constituencies. Members are asked to commit to these roles and responsibilities by providing an electronic signature to the Maine Shared CHNA program manager annually. (An email will be sent to someone to join the group after attending two committee meetings.)
- When someone is not able to attend a meeting, he/she should review previous meeting minutes (available at www.maineCHNA.org) and speak with someone from the group who attended to stay abreast of group activities and decisions.
- In situations where subcommittee participants have shared materials in preparation for a meeting, come prepared to discuss these items.
- The group seeks to make recommendations through consensus. In situations that do not call for consensus or it cannot be achieved, divergent opinions will be noted and shared with the Steering Committee.
- If there is a person/organization that cannot commit to regular participation, but would like to be informed of subcommittee actions, contact the Maine Shared CHNA Program Manager to be added to the interested parties list to receive meeting agendas and minutes.