



Board of Directors Community Health Investment Committee

Purpose: To assist the District in administering its community health investment programs: Community Grants, RN and Dental Assistant Tuition Loan Forgiveness, and Community Support Fund. The Committee is an advisory body to the Board; it will conduct annual reviews of each program and make recommendations to the Board. The Board retains approval authority.

Membership: The Committee will be comprised of two representatives from the District Board, two to three representatives from the health care provider/funding community, three to four- members from the community-at-large and the District CEO (A non-voting member) or his/her designee. Members serve 3- year terms and can be re-appointed for one 3-year term before cycling off for at least one year. The Committee will be chaired by a Board Director.

Annual Work Plan

Meeting 1:

- Introduction of new members; clarify roles and responsibilities.
- Review each program under the oversight of this committee.
- Review community health priorities, policy and procedures and propose changes as appropriate.
- Review previous year grant reports and use of Discretionary Funds.
- Review Evaluation Forms
- Establish meeting schedule to ensure that work is completed, and recommendations are ready for presentation to the Board at its December meeting.
- Present recommendations to the Board at its regular August or September meeting re: grant process, MD and RN Loan Programs, and Discretionary Fund.

Meeting 2:

- Review Letters of Intent using Letter of Intent Evaluation Form.
- Determine which organizations will be asked to submit a full proposal.
- Determine which organizations will be asked to participate in an interview and which organizations will get a site visit.
- Establish interview questions and site visit assignments.

Meeting 3:

- Conduct interviews
- Review site visit assignments and/phone interview list or any follow up



Meeting 4:

- Review and discuss Full Proposals and other gathered information using Full Proposal Evaluation Form.
- Review the total dollar amount requested and compare against the budgeted funds; adjust proposed grant amounts to ensure budget compliance.
- Evaluate overall dollar allocation by each PHCD health priority as a percentage of total community investment for the year to ensure a reasonable distribution of funds between identified needs.
- Present recommendations to the Board at its December regular public meeting for discussion and approval.

Meeting 5: (Conference Call)

- Review nominations for Community Health Champion
- Review of nominations for Volunteer of the Year Award
- Present recommendations to the Board Chair

Meeting 6: Community Partners Event (Desired, not required)

Members and Terms:

Helen Galligan, Director, Chair

Rick Navarro, Director, Vice- Chair

Nancy Bush, Banker/Business Community 2018-2020

John Delaney, Banker/Business Community 2019-2021

Mary Lund, Development Director 2019-2021

Dr. Henry Sanchez, Health Care Provider/Civic Leader 2018-2020

Karen Bettucchi, Director of Customer Service 2017-2020

Linda Wolin, Legislative Aid 2019-2021

Approved Board of Directors 10/18/07

Revised and Approved 10/23/10

Approved 2/28/2013

Revised 5/30/15 and 8/29/2017

Revised 9/20/2018

Revised 1/16/2019