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MCPCH Operating Papers

Approved --- October 2011

Mission statement

To improve the health of Madison County residents through collaborative efforts of organizations and individuals interested in creating, promoting, and maintaining healthy environments and lifestyles.

Membership

Membership in MCPCH is open to representatives of organizations and individuals who work or reside in Madison County who are interested in promoting the health of the residents of Madison County. MCPCH is comprised of several committees addressing identified health concerns.

Organizational structure

- A. A Coordinator for MCPCH will be elected annually by the membership. The Coordinator will serve one year as Coordinator-Elect, one year as Coordinator, and one year as Past Coordinator. The Coordinator's responsibilities are:
 - Schedule at least two Committee Chair meetings per year.
 - Obtain and review yearly reports from the Committee Chairs for distribution.
 - Communicate with Committee Chairs and Members regarding MCPCH business.
 - Initiate a minimum of 1-2 All-MCPCH events and/or meetings per year.
 - Monitor the MCPCH web site for update needs and changes.
 - Assure the MCPCH committees are on task and engaged.
 - Coordinate the Nominating Committee.
- B. The Executive Committee of MCPCH will include the Coordinator-elect, Coordinator, and Past Coordinator of MCPCH, the Chairpersons of each Committee and one representative from the Madison County Health Department, unless otherwise represented.
- C. A Nominating Committee will be assembled annually and will include: the Coordinator and one member from each Committee. This committee will submit nominees for the positions of Coordinator-Elect to the MCPCH Membership. The All-MCPCH Membership will elect a Coordinator-Elect at one of the annual All-MCPCH events or meetings.
- D. Committees will be established to address the initiatives identified as health priorities.
 1. Committees will plan, implement, and evaluate activities to accomplish the goals and objectives of the health priorities.
 2. Chairpersons for each committee will be elected by the Members of the respective Committee to serve a minimum of one year.
 3. Each Committee determines its own structure and meeting schedule.
- E. To coincide with the community health assessment and planning schedule, MCPCH's yearly Annual Operating Cycle will be from June 1– May 31.