



AT THE SOUTHERN NEVADA HEALTH DISTRICT

Southern Nevada Community Health Center
Strategic Planning Committee Charter
(As approved by the Governing Board on **Month/Date/Year**)

Committee Purpose:

The Strategic Planning Committee assists the board with its responsibilities for Southern Nevada Community Health Center's (SNCHC) mission, vision, values and strategic direction.

Scope of Duties and Responsibilities:

The specific responsibilities of the Strategic Planning Committee include:

1. Making recommendations to the full board related to the organization's mission, vision, values, strategic initiatives, major programs and services.
2. Helping management identify critical community needs and strategic issues facing the organization, assisting in analysis of strategic options.
3. Ensuring management has established an effective strategic planning process, including the development of a three-to-five-year strategic plan with time bound measurable goals.
4. Periodically reviewing the mission, vision, values and strategic plan, and recommending changes to the board.
5. Annually reviewing the strategic plan and recommending updates as needed based on changes in the market, community needs, and other factors.
6. Assisting in developing a strategic dashboard of key indicators.
7. Monitoring the organization's performance against measurable targets.

Composition:

The Committee shall be comprised of at least three Board members. In addition, the Chief Executive Officer, and FQHC Administrative Manager, will be subject matter Committee members. The Committee shall determine whether members should undergo any initial or annual training to help them fulfill their Committee responsibilities. The members of the Committee shall serve at the pleasure of the Board.

Meetings:

The Committee shall meet two (2) times per year and as deemed necessary to carry out its responsibilities. Meetings may be called by the Chairman of the Committee or any two members thereof. Meetings shall be held at such time and place as may be specified in the notice of meeting. Meetings will be held and posted consistent with Nevada's Open Meeting Law.

Voting and Quorum:

Voting on Committee matters shall be on a one vote per member basis. At all meetings, a majority of the total number of voting members of the Committee shall constitute a quorum for the transaction of business, and the act of a majority of the members



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present at any meeting at which there is a quorum shall constitute the Committee's action or decision.

Committee members who are Community Health Center or Health District staff shall be ex-officio non-voting members. Board members who are not also Committee members may attend Committee meetings but may not vote.

Reports:

All actions authorized or taken by the Committee shall be reported to the Board no later than the next succeeding meeting of the Board.

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