

# Eastern Health

## St. Mary's Bay Community Advisory Committee

### Terms of Reference

#### PURPOSE

To support Eastern Health in developing, implementing, monitoring and evaluating primary health care renewal in St. Mary's Bay by:

- Identifying and communicating the strengths and challenges of the community
- Facilitating community and inter-sectoral involvement
- Facilitating cooperation, coordination, and collaboration among communities by sharing information and encouraging networking and partnerships among individuals, communities and community groups/organizations
- Empowering individuals and communities to take responsibility for their own health, based on their own resources and capacity
- Participating in community capacity building/development activities
- Fostering partnerships regionally, provincially, nationally and internationally

#### MEMBERSHIP

Membership will be recruited from St. Mary's Bay as well as from within Eastern Health and will be representative, as reasonably as possible, of the community at large.

#### Members

Community representatives from St. Mary's Bay with a broad perspective of the strengths and challenges of the population

Manager- St. Mary's and Mount Carmel Health Centres

Primary Health Care Lead

Membership will be reviewed annually.

#### CHAIR

Co-Chairs: Community representative and Eastern Health representative.

## **MEETINGS**

Meetings will be held every month. Consideration will be given to hold at another location as needed or requested.

- Members will advise the chair if they are unable to attend a meeting.
- A quorum of 50% of the membership will be required to convene.

## **ACCOUNTABILITY**

The committee will report through an Eastern Health designate to the Vice President Clinical Services with responsibility for Primary Health Care

## **WORKING GROUPS**

Working groups may be established on an ad hoc basis to support specific tasks/projects as deemed necessary by the committee.