

Purpose

- To provide recommendations to the Lawrence-Douglas County Health Department and Health Board to ensure that services address consumer needs and performance standards are met.

Charter

- Promote improved communication between clients, the Department and Health Board.
- Provide input on policy and program development.
- Participate in the review of clinic performance measures.
- Advise in the planning, implementation and evaluation of Healthy Families Douglas County, WIC, Family Planning activities.

Structure

- Reports to the Health Department Board on a semi-annual basis.
- The size of the Council shall be no less than 7 and no more than 12 members.
- Council appointments are approved by the Health Board.

Service

- Serve a two year term (initial term may be 1 year in length to provide for a staggering of terms).
- Attend quarterly Council Meetings.
- Agree to abide by Department client confidentiality (HIPAA) policies.

Representation

- To the extent possible Council members shall represent the diversity of the client population served by the Health Department.
- Council members shall have received services with the Health Department.
- The Council shall contain members who are receiving the following services:
 - WIC (Women Infants and Children Supplemental Nutrition Program)
 - Family Planning
 - HealthyFamilies Douglas County.

HD Support

- Provide information on program services and policies.
- Provide child care for members during Council meetings.
- Reimburse mileage or bus fare.
- Provide a meal, if appropriate.
- Offer/inform Council members of appropriate training opportunities.

Recruitment

- Interested individual may self-nominate.
- The Health Department shall inform clients of the opportunity to serve through various means including:
 - Distribution of a job description.
 - Signage in the clinic
 - Internet or social media postings
 - News release to the media
 - Announcement through routine client correspondence
 - Inform community partners