

Southwest Colorado Cares Advisory Council Charter

Purpose

The Southwest Colorado Cares (SWCC) Advisory Council serves as a source of guidance and real-world perspective to help Community Connections, Inc (CCI) operate an effective, trusted, and sustainable Community Care Hub to address health-related social needs and the social drivers of health for the people of southwest Colorado. The Council's role is to help shape direction, strengthen partnerships, and ensure the SWCC Community Care Hub meets the needs of care partners and people in the region. Council members do not make binding decisions, but their guidance will be taken seriously by CCI and used to shape program development.

Definitions

Care Partner means an organization participating in at least one component of the SWCC Community Care Hub such as the resource directory or the referral network.

Health-related social needs are the non-medical needs, circumstances, and supports that influence an individual's physical, mental, social, and economic well-being and affect their ability to achieve or maintain health, independence, and quality of life.

People means those who live and/or work in southwest Colorado, as well as their formal and informal caregivers regardless of whether the caregiver lives in southwest Colorado.

Social drivers of health are the non-medical conditions in which people live, work, learn, and play that shape up to 80% of health outcomes.

Southwest Colorado means the following Colorado counties: Archuleta, Dolores, La Plata, Montezuma, and San Juan.

Shared Values

- **Collaboration** — work together to foster community-wide partnership for the purpose of addressing health-related social needs and the social drivers of health.
- **Respect** — honor diverse experiences, cultures, and viewpoints.
- **Equity** — seek optimal wellbeing for everyone while focusing on the people and communities most affected by social and health challenges.
- **Transparency** — share information openly and honestly.
- **Community voice** — offer input that reflects community priorities and represents the interests of those most affected by health-related social needs.

Qualifications

Advisory Council members should have at least one of the following qualifications:

- **Professional expertise** related to the social drivers of health, community care hubs, or similar initiatives.
- **Organizational leadership** within relevant government or tribal agencies, healthcare or social service providers, or community-based organizations.
- **Lived experience** offering insight into the needs of people and communities in southwest Colorado.

Membership Terms

- CCI will invite individuals who meet these qualifications to participate on the Advisory Council. Advisory Council members may recommend individuals who meet these qualifications for consideration by CCI.
- New members may be added at any time to ensure broad representation across sectors and communities.
- Members may step down by notifying SWCC program staff.

Responsibilities of Advisory Council Members

Advisory Council members commit to shared values and to represent the needs of the whole region, not only their own organization or sector. Responsibilities include:

- **Advocating for community interests** — keeping the wellbeing of southwest Colorado residents at the center of discussions and recommendations.
- **Sharing expertise and perspective** — offering honest, informed input based on one's professional role, organizational experience, or lived experience.
- **Preparing for meetings** — reviewing meeting agendas and materials and coming ready to contribute meaningfully.
- **Participating actively** — attending meetings regularly, engaging in discussion, and collaborating respectfully with other members.
- **Supporting shared learning** — helping identify emerging needs, opportunities, and challenges in the region.
- **Acting as an ambassador for SWCC** — sharing the purpose and value of participating in or making use of SWCC with organizations and people.

Responsibilities of CCI / SWCC

CCI and the SWCC program team commit to shared values and to ensure council members have the information and structure they need to contribute meaningfully.

Responsibilities include:

- **Scheduling meetings** at times that work for most council members, with reasonable notice and clear agendas.
- **Seeking and considering guidance** from the council on the development, operation, and improvement of the community care hub.
- **Creating a brave space** for candid discussion in which participants engage with openness, respect, humility, and a willingness to listen, learn, and grow together.
- **Keeping the council informed** about program progress, challenges, and decisions.
- **Creating a respectful environment** where all voices are welcomed and valued.
- **Following through** by reporting back on how council input was used.

Meeting Structure and Expectations

- Meetings will generally occur quarterly, unless the council agrees that more or fewer meetings are needed.
- Hybrid or remote participation options will be offered whenever possible to support accessibility.
- Agendas will be shared in advance, and meeting notes will be provided afterward at a summary level without attributing comments to a particular council member. Meetings may be recorded by CCI for internal note-taking purposes; recordings will not be disseminated. Members are requested not to make their own recordings.
- The Council will strive to reach consensus when making recommendations to CCI, whenever possible. The lack of objection may be considered evidence of a consensus. If a formal vote is taken, approval requires a simple majority of those voting. A majority of council members must be in attendance for a vote at a council meeting to be considered valid. For electronic voting, a member who does not respond by the deadline will be considered to have voted in favor of the question.
- Council members may be asked to participate in occasional work groups or special discussions, but this is optional.

Implementation and Amendment

This charter will come into existence upon adoption by the Council. The Council may amend the charter as needed and in consultation with CCI.