

**Blue Hills Community Health Alliance  
Massachusetts Department of Public Health Community Health Network Area (CHNA) 20**

**A volunteer regional coalition dedicated to improving the health and well-being of those who live and work  
in the communities of Braintree, Canton, Cohasset, Hingham, Hull, Milton, Norwell, Norwood,  
Quincy, Randolph, Scituate, Sharon, and Weymouth. Membership is open to all.**

**CHNA 20 Steering Committee Application**

**The Blue Hills Community Health Alliance is governed by a Steering Committee that is vested with:**

* All administrative oversight of the CHNA
* Strategic planning for the CHNA
* Oversight of the CHNA’s community needs assessment process
* Oversight of CHNA financial matters, including development and monitoring of the budget
* The selection, evaluation and termination, if necessary, of the Fiscal Sponsor
* Ensuring that the CHNA and the Steering Committee are comprised of recruited, engaged and responsive members from the CHNA service area that work across disciplines serving all cohorts
* Monitoring the performance of staff and other consultants, if applicable.

**Steering Committee (SC) Overview**

* The CHNA 20 Steering Committee is composed of a minimum of seven and a maximum of fifteen members.
* Organizations participating at SC meeting have one SC vote per organization.
* Representative(s) from the Massachusetts Department of Public Health (DPH) as well as guests are non-voting members of the SC.
* SC members strive to represent the diversity of our CHNA communities (cultural, linguistic, geographic and economic) and to involve a variety of public and private institutions representing the total life span.
* Times and frequency of all SC meetings are determined by its members (generally bi-monthly).
* Persons and organizations within the CHNA General Membership are encouraged to provide feedback to and/or consider joining the Steering Committee. Any member interested in becoming a Steering Committee member will be brought to the committee for consideration. Applications are reviewed and acted upon at SC meetings.

**Steering Committee Member Obligations**

* SC Members are expected to attend a majority of meetings in a given year either in person or via conference call.
* SC members who are unable to attend a Steering Committee meeting because of a scheduling conflict will notify the Program Manager soon as possible.
* SC members may also be asked to be available for CHNA communications as necessary between Steering Committee and General Membership meetings.
* Steering Committee members retain their membership until they formally resign or if they are unable to fulfill their required SC obligations.

Individuals who are interested in Steering Committee membership are encouraged to complete this application and send it to [agoldstein@baystatecs.org](mailto:agoldstein@baystatecs.org) or return a hard copy to: CHNA 20, Arlene Goldstein, Program Manager, Quincy Center for Innovation, Suite 300, 180 Old Colony Avenue, Quincy, MA 02170 or call 781.413.5291.

ABOUT YOU

**Name:**

**Title:**

**Organization:**

**City:****State:** **Zip:**

**Phone:** **Fax:**

**Preferred email address:**

BACKGROUND and EXPERIENCE

SKILLS / RESOURCES

CHNA 20 / COMMUNITY INVOLVEMENT

WHY YOU WOULD LIKE TO JOIN

*CHNA 20’s mission is to empower our communities to achieve their best quality of health and wellness through education, information, and improved access to care and services.* Please describe how you would advance this mission if you were to join the Steering Committee:

**Thank you for your interest!**