



Seacoast Public Health Network Public Health Advisory Council (PHAC)

ROLES AND RESPONSIBILITIES

GENERAL ROLES

ASK: Asking tough questions and challenging ideas about policies and programs is the first important role for the PHAC. Do not be afraid to ask what you might think is an uninformed question. Public health encompasses a vast range of topics, variables, services, and disciplines. There will be plenty of shared learning during the course of the PHAC work, so please do not assume that everyone already knows the answer except you.

ADVISE: Advising public health system partners and network staff is the second important role for the PHAC. PHAC members will be asked to review the work and recommendations of standing committees and task forces addressing public health matters in the region to include committees to coordinate public health emergency planning, substance misuse prevention activities and related health promotion, and disease prevention efforts.

ASSESS: Assessing and understanding the health of the community is a key function of public health. The PHAC members will be asked to apply their experience and understanding of the community to identify important health needs and priorities. The community health assessment and improvement planning process is ongoing. The council is asked to give input into this process at various intervals.

ASSURE: Assuring that programs and services are provided in an appropriate, evidence-based, and coordinated manner is another key role for the council. Program assessments, program outcomes, and evaluations will be shared with the PHAC for input and comment.

ADVOCATE: The last, but certainly not least, role of the PHAC is to advocate for appropriate, evidence-based public health services and resources. The council may be asked to undertake review of policy positions and funding opportunities. Some of these may relate to governmental responses or legislative actions that could affect the health of the public.

GENERAL RESPONSIBILITIES

- Assist in developing structure and procedures to assure efficient council functions and communication
- Attend quarterly meetings and community forums
- Prepare through review of meeting packets and advance consideration of questions and discussion points
- Participate in Standing Committees or Task Forces
- Assume leadership through Executive Committee participation and communication with constituents
- Engage and recruit new members and partners
- State conflicts of interest and abstain from voting where applicable