



# Camden Coalition of Healthcare Providers

## QUALITY COMMITTEE CHARTER

### Purpose

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The Board of Trustees of the Camden Coalition of Healthcare Providers (Camden Coalition) established the Quality Committee to provide oversight and strategic input with respect to Camden Coalition clinical programs. Clinical programs include all initiatives where care is coordinated, facilitated, or directly provided by the Coalition, and clinical redesign.

### Membership

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The Executive Committee will confer with the Quality Committee to nominate the committee chair. The Executive Committee will then present the nomination to the full Board for approval. At least two committee members must be Board trustees. All committee members must work for organizations operating in southern New Jersey. All voting members must work for organizations that are active members of the Camden Coalition or be individual members of the Coalition. The committee chair may add non-voting advisors following approval from the Board. Committee members and Coalition staff, in consultation with the Board, will identify committee members. The committee shall vote to recommend new members, then present the nomination(s) to the Board for approval.

Committee membership shall include at least two members of the Board of trustees, and should include:

- one behavioral health specialist or representative from a behavioral health agency
- one each of a physician, a nurse practitioner, a registered nurse, and a social worker
- one representative from a local primary care office
- one representative from a local hospital system
- two representatives from other community-based organizations
- two representatives from the Community Advisory Committee

### Quorum and Voting

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A simple majority or fifty percent (50%) plus one (1) committee members shall constitute a quorum for regularly scheduled meetings. When quorum is present, the affirmative vote of a simple majority or fifty percent (50%) plus one (1) of committee members in attendance is needed to approve any transaction of Coalition business. Committee members may vote in person, by conference call, or in writing, which shall include email.

### Meetings

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The Quality Committee shall meet at least four times per year. Special meetings may be called, as necessary, by the committee chair. Notice of a meeting shall be given to each member, in writing, which shall include email, not less than three business days before the meeting.

### **Activities and Responsibilities**

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The Quality Committee shall fulfill the activities within the scope of the Camden Coalition bylaws, as amended from time to time.

The Quality committee is responsible for activities including, but not limited to:

- Advising on the design and activation of new pilot work.
- Responding to the quality needs of the Regional Health Hub model.
- Reviewing available data on the Coalition's clinical outcomes as well as the overall health the region's population.
- Providing input around clinical priorities.
- Discussing opportunities to disseminate regional lessons, including through the National Center for Complex Health and Social Needs.

Individual committee members will:

- Attend, in-person, and be prepared for a minimum of 75% of committee meetings.
- Serve as ambassadors to the Coalition's clinical and redesign programs in their respective institutions and communities.

The chair of this committee will:

- Liaise with Coalition staff and the Board to determine committee priorities, set meeting schedules and agendas, and maintain member engagement.
- Call to order and facilitate all meetings, including special meetings.
- Keep the Executive Committee and Board of Trustees abreast of the committee's activities.

The Quality Committee shall report its activities to the Board regularly.

Date approved: December 11, 2019

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Joan Gray  
Board Chair