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DIVISION OF HEALTH SCIENCES ADVISORY COMMITTEE

The Division of Health Sciences at the West Virginia Higher Education Policy Commission is seeking nominations of qualified individuals to participate in its Advisory Committee. The Advisory Committee will provide guidance to the Division on various matters related to its operations.

About the Division of Health Sciences

The Division coordinates programs, policies and collaborative activities among the state's health sciences degree granting institutions and other stakeholders. The Division oversees the Rural Health Initiative, a statewide program directed at improving the recruitment and retention of healthcare providers to underserved areas of the state. In addition, the Division administers the Health Sciences Service Program, which offers a recruitment incentive to West Virginia students in advanced degree health professions programs in exchange for a commitment to practice for at least two years in an underserved area of the state. The Division also regularly provides information on health sciences education, research and workforce development to the Legislature and other state agencies. Some of the Division's other current areas of interest are: strengthening the state's graduate medical education system and ensuring West Virginia offers sufficient residency slots; supporting primary care practice based research, using geographic mapping to inform healthcare decision making; and behavioral health workforce development.

Purpose of the Advisory Committee

The Division seeks to assemble a diverse and dynamic group of individuals to provide advice and creative insight into increasing the impact of the activities of the Division of Health Sciences. Members of the Advisory Committee will:

1. Act as an advisory group for discussion and review of both ongoing and proposed Division initiatives;
2. Expand the knowledge base of the Division, particularly in the areas of access to health care and the needs of underserved communities in West Virginia.
3. Serve as "ambassadors" for the work of the Division of Health Sciences.

Composition

Membership will range from 12 to 15 members, each serving three-year terms. The Division is particularly interested in recruiting membership interested in primary care and access to care in underserved areas, but also seeks to assemble members from across different professional sectors. Ideally, the Advisory Committee membership will reflect (but not be limited to) many of the following constituency groups:

1. Community members interested in the health education process and improving recruitment and retention of healthcare providers to their communities
2. Higher Education System (both public and private)
 - a. The three medical schools
 - b. Four year colleges offering mid-level health professions degrees
 - c. Four year colleges offering undergraduate health professions degrees
 - d. Community and Technical College System institutions offering health professions degrees
 - e. Career and Technical Education System institutions offering health professions programs
3. Healthcare System (providers, administrators, or other staff)
 - a. Primary care practices
 - b. Community health centers
 - c. Hospitals
 - d. Long-term care
 - e. Behavioral health care
 - f. Hospice, palliative, and home care
 - g. Substance abuse treatment
 - h. Public health
4. Community Focused Agencies
 - a. Extension services
 - b. Libraries
 - c. Community-based nonprofits
 - d. Faith community
 - e. Law enforcement
 - f. Local school system
 - g. Senior centers
 - h. Other individuals whose work and interest aligns with healthcare and workforce development at the community level
5. Affiliated Stakeholders
 - a. Representatives of other state agencies
 - b. Healthcare, community and workforce development focused nonprofits
 - c. Health, community development, and workforce policy, program and compliance experts

Advisory Member Responsibilities

1. Make a good faith effort to attend the three meetings each year in person. The first meeting date will be Friday, November 30, 2018, from 11 a.m. to 2 p.m. in Charleston.
2. Commit to providing advice and counsel to the Division of Health Sciences, both during regular meetings and at the specific request of the Division.
3. Be willing to take on other responsibilities as requested by the Division, i.e. to serve on a subcommittee to review grant applications or Health Sciences Service Program applications.

Meeting Structure

Three meetings will be held annually (April, August and November). Meetings will typically run from 11 a .m. to 2 p.m. Meeting locations will rotate and include locations such as healthcare facilities and education institutions in order to expose Advisory Committee members to different offerings across the state.

An agenda will be provided approximately one week ahead of meetings and in some instances will require members to review documents ahead of time.

The Division is only able to reimburse travel expenses related to attending the meetings for members appointed under the community member category.

Application Process

Nominations may be made until Friday, September 14. Applications will be accepted until Wednesday, September 19. The Division will accept both nominations and self-nominations to the Advisory Committee. Individuals interested in nominating someone should complete a nomination form here: <https://wvhepc.wufoo.com/forms/nomination-form/> or use the attached nomination form and submit it to the Division using the contact information listed below. Once the nomination is received, the Division will provide the nominee with application materials.

Nominees and self-nominees may complete and submit the application form online at <https://wvhepc.wufoo.com/forms/application-form/> or complete the application form attached to this document and email it to Jordyn Reed at jordyn.reed@wvhepc.edu, fax it to her attention at 304.558.0532, or mail it to the West Virginia Higher Education Policy Commission, Attn: Jordyn Reed, 1018 Kanawha Boulevard East, Suite 700, Charleston, WV 25301.

