

DPH Government Co-Chair Role

1. The resulting Planning Council from the merger of the HIV Health Services Planning Council and the HIV Prevention Planning Council will designate one of the four co-chairs as a DPH seat.
2. The Directors of the DPH sections of Community, Health Equity & Promotion (CHEP) and HIV Health Services (HHS) will each appoint one staff person to serve jointly as one of the Council Co-Chairs.
3. Staff appointed to dually fulfill the responsibilities of the DPH Co-Chair should be:
 - a. familiar with the HIV systems of care and prevention funded by and administered by CHEP and HHS,
 - b. well-versed in the requirements and regulations of the federal grant funders (HRSA and CDC), and
 - c. capable to represent the CHEP and HHS sections and provide advice and direction to the councils when requested and make informed decisions.
4. While the two appointed DPH staff will share the responsibilities and duties of this office, they will have only one vote.
5. While both staff should attend all Council meetings as they are able, only one will actively serve as a chair during meetings.
6. The two staff appointed to this position will be required to actively serve together on the Leadership Committee and the Full Council, sharing one vote.
7. The terms for the staff serving in the DPH Co-Chair position will be an appointment term of two years.
8. If possible, terms of the two staff sharing Co-Chair responsibility may be staggered so as to have one more senior staff person serving to train potential new staff assuming the responsibilities.
9. If during the term of these appointments the leadership of the Councils feel that the DPH representation is not meeting the duties of this role, or that they are preventing the conducting of appropriate Council business the other three Co-Chairs may petition to the Directors of CHEP and HHS for alternative staff for these duties.
10. In the event of a transition, the new appointment will be communicated to Planning Council staff and the appointee will attend the next scheduled Membership Committee meeting.