INJURY PREVENTION ADVISORY COMMITTEE
Steering Committee
Term Limits

IPAC SC members

Bruce McEwan (Chair Emeritus)
Deb Goebert (Chair)
Elzy Kaina – (Resigned Sept 2014)
Eric Tash
Suzy LaFountaine
Brigitte Abbot
David Kingdon
Jim Howe

Class of 2013-**2014** (Year Ending June 30, 2014)
Bruce McEwan …….….2st Term (Interim Extension)

Class of 2014-**2015** (Year Ending June 30, 2015)
Deb Goebert……..2nd Term
Eric Tash…….……...1st Term
Elzy Kaina.…….……..…..1nd Term
Suzy LaFountaine.....…....1st Term

Class of 2015-**2016** (Year Ending June 30, 2016)
Name ……..……..1nd Term
Brigitte Abbot ……..…….…….……...1st Term
David Kingdon.…….…….……...1st Term

Class of 2016-**2017** (Year Ending June 30, 2017)
Jim Howe.…….…….…….……...1st Term

Injury Prevention Advisory Committee: Steering Committee
Terms of Reference

Background Information

- The Injury Prevention Advisory Committee (IPAC) established in 1990 include representatives from public and private agencies, physicians and professionals working together to address the eight leading areas of injury, including drowning prevention.
- Original members of the IPAC - Steering Committee (SC) were involved with Injury Prevention Advisory Committee (IPAC) as founders.
- The SC was pulled together by the Program Director to act as 'think tank' and advocacy group for the Injury Prevention & Control Section (IPCS) Staff, helping to assure the program has a clear community-based connection
- The Steering Committee has been active for more than ten years

Guiding Principles

- Maintain openness to multiple viewpoints and open dialogue
- Participate and contribute in engage in a constructive way
- Work collaboratively, as a team, with IPAC and the IPCS Staff

Current Role of the Steering Committee

- Provide guidance and direction for statewide injury prevention efforts
- Support program infrastructure by meeting with Department of Health (DOH) Director
- Provide initial feedback on IPAC agenda

Additional Role Expectations for the Steering Committee to Assure Policy Focus

- Recommend direction and priorities
- Contribute knowledge, information and expertise relevant to community needs
- Oversight of implementation of plans and priorities to assure IPCS is focused on best practices in injury prevention

Proposed Changes to the Responsibilities of the Steering Committee to Assure Policy Focus

The Steering Committee of the Injury Prevention Advisory Committee will:

1. Expand it roles and responsibilities to include a policy focus;
2. Use, but not limited to, the Hawaii Injury Prevention Plan (HIPP) and Core Violence and Injury Prevention (Core VIPP) grant to identify the scope of its policy initiatives;
3. Consider all levels of policy to improve injury prevention, including regulatory, organizational and legislative, both City & County and State;
4. Identify key actions and capacity requirements to address policy priorities;
5. Engage IPAC members and other potential stakeholders to develop action plans;
6. Coordinate with IPCS Staff to implement policy priorities; and
7. Engage in leadership development to assure current and future champions to support and achieve its work, including policy priorities.

Roles and Responsibilities for Injury Prevention & Control Section Staff

- Engage IPAC & SC early in the exploration of opportunities and problem solving constraints and barriers so they can fulfill their value as a "think tank" and create greater opportunities for successful outcomes
- Regularly check with the SC and keep people apprised on progress of plans, etc.
- Identify alternatives and best practice models; strategize with the SC on the best options
- Communicate the status of priorities and initiatives on a regular basis
- Summarize and document agreements arrived at by the SC

Meeting Schedule

The Steering Committee will meet every other month at 12 noon at the IPCS Office. One meeting each year will be designated as the Annual Meeting. The meeting schedule for 2014-2015 is:

- Mar 5, 2015
- May 7, 2015
- July 2, 2015

Steering Committee Membership and Governance

The Steering Committee may have up to 9 members. Additionally, three DOH positions provide staff representation – Branch Chief, Program Manager, and Assigned Staff member. The Steering Committee may also have non-voting emeritus members.

Steering Committee members are asked to serve one staggered 3-year term, renewable for a second 3-year term, followed by a mandatory year off before being renewed again.

3 Year Term			**(Renewable for 2nd) 3 Year Term**			**Mandatory Year Off**
Member A-Year **1**	Member A-Year **2**	Member A-Year **3**	Member A-Year **1**	Member A-Year **2**	Member A-Year **3**	Member A – **1** Year
	3 Year Term					
	Member B-Year **1**	Member B-Year **2**	Member B-Year **3**			
		3 Year Term				
		Member C-Year **1**	Member C-Year **2**	Member C-Year **3**		
			3 Year Term			
			Member D-Year **1**	Member D-Year **2**	Member D-Year **3**	

The Steering Committee members will select two leaders to serve as Chair and Vice Chair of the committee. Leaders will be asked to serve for a 2 year term. It is recommended that the Vice Chair overlap with the Chair for at least 1 year and then be selected to serve as Chair

2 Year Term	
Chair - Year **1**	Chair – Year **2**

2 Year Term	
Vice Chair- Year **1**	Vice Chair- Year **2**

The Steering Committee is staffed by the IPCS Program Manager and other IPCS staff members as assigned by the Program Manager.

Selection of Steering Committee members is based on the following criteria:

- Interest in injury prevention
- Relationship with IPCS
- Diversity (community representation, sector, geography, gender, ethnicity, etc.)
- Skills and Knowledge in:
    - Business/Finance
    - Child Development/Parenting
    - Communications/PR/Marketing
    - Gerontology
    - Government
    - Health Care
    - Insurance Provider
    - Justice System
    - Public Health
    - Public Policy
    - Transportation

Steering Committee Alignment with Injury Prevention Advisory Committee
The Steering Committee will ensure transparency with IPAC by actively engaging IPAC as follows:

1. The Steering Committee annually identifies areas of focus and sets priorities, in the context of the HIPP plan, and Core Violence and Injury Prevention (Core VIPP) grant;

2. It identifies and organizes information on critical issues that needs to be on the IPAC agenda for broader discussion and input;

3. It shares with IPAC the status of the Steering Committee's priorities and how they can be involved;

4. It identifies and shares current, relevant successes, results and trends in injury prevention;

5. It seeks to know, understand, and incorporate key issues identified by IPAC members;

6. With IPAC it engages in education, networking and support of programs and issues, as appropriate; and

7. It works collaboratively to develop resources to support injury prevention.

The Steering Committee will develop initial recommendations in the context of the HIPP, and Core Violence and Injury Prevention (Core VIPP) grant. They will bring these recommendations to IPAC for discussion, input, and validation. The Steering Committee will make the final recommendation.

Policy Priorities
The Steering Committee recommends the following policy priorities for 2015.

1. Traffic Safety Policy – Universal Seat Belt Law
    - Increase seat belt usage among all motor vehicle passengers

2. Poisoning Prevention
    - Reduce inappropriate and illegal prescribing of prescription drugs.

3. Suicide Prevention and Post-Intervention
    - Develop and implement suicide prevention training for gatekeepers.
    - Develop and promote effective clinical and professional practices and policies.

4. Falls Prevention
    - Raise awareness about fall prevention among older adults, caregivers, and providers.
    - Engage professionals and community members in fall prevention activities.