

# SANTA FE COUNTY

Resolution No. 2011 - 97

---

## A RESOLUTION RELATED TO THE MATERNAL AND CHILD HEALTH PLANNING COUNCIL TO DEFINE ITS PURPOSE, FUNCTIONS, MEMBERSHIP, STRUCTURE, AND OTHER REQUIREMENTS

---

**WHEREAS**, the Board of County Commissioners (BCC) recognizes the importance of developing comprehensive, community-based maternal and child health services to meet the needs of childbearing women and their families;

**WHEREAS**, active public involvement of County residents can augment the County's ability to participate in planning for and delivering services to children aged 0-3 and their families;

**WHEREAS**, Section 24-1B-4 NMSA 1978 authorizes the BCC to establish a County maternal and child health planning council;

**WHEREAS**, in 1991 the BCC appointed members to the Maternal and Child Health Planning Council ("Council");

**WHEREAS**, in 1992, the BCC by Resolution No. 1992-83 established a separate fund entitled the County Maternal and Child Health Planning Act; and

**WHEREAS**, the BCC recognizes the importance of clearly defining the purpose, functions, membership, structure and other responsibilities of the Council.

**NOW, THEREFORE**, the Board of County Commissioners hereby proclaims as follows:

1. The Maternal and Child Health Planning Council shall be organized as set forth herein and shall have the authority and purpose as set forth herein.
2. Any resolution or policy of the County that is inconsistent herewith shall be, and hereby is, rescinded.
3. The express purpose of the Council is to plan, coordinate and support comprehensive and sustainable community-based maternal and child health programs, infrastructure and funding resources that have a positive and lasting impact on the health and well-being of childbearing women and their families.
4. The duties and responsibilities of the Council are to:

- a. Assist the Santa Fe County Health and Human Services Division by providing input on programmatic and health issues specifically focused on the 0-3 aged population and their families;
- b. Provide support for the development and maintenance of comprehensive, community-based maternal and child health services to meet the needs of childbearing women and their families and thereby improve the long-term health of Santa Fe County residents by mobilizing and supporting community resources as deemed necessary;
- c. Participate in the development of a County maternal and child health plan, as that plan is defined in Section 24-1B-5 NMSA 1978, in order to promote comprehensive community-based maternal, child and family health services. The plan shall include recommendations for priorities identified by focus groups and needs assessments as part of the updating of the community profile and health plan, which will occur at least every two years;
- d. Advise the BCC on matters of maternal, child and family health when requested to do so;
- e. Maintain a working relationship with the BCC and Health Policy and Planning Commission;
- f. Coordinate identified strategies to address the priorities as identified in the most current plan;
- g. Promote cooperation among various maternal/child health entities;
- h. Form partnerships with entities that have a similar focus for more comprehensive planning; and
- i. Seek funding to address the maternal and child health issues and needs in Santa Fe County.

5. Members will be selected by the Board of County Commissioners after considering letters of interest, qualifications, county-wide representation, and advice from the Santa Fe County Health & Human Services Division staff. Members should be of diverse backgrounds, representative of the varied interest and expertise with issues affecting children from 0-3 and their families; including health promotion, disease and behavioral risk prevention, and healthcare provision targeted to the 0-3 population and their families.

6. The Council shall be made up of nine (9) members appointed by the BCC. Of the initial appointments, five (5) shall serve for a two year term, and four (4) shall serve for a three year

term. Subsequent terms shall be for three years to maintain staggering of terms. Members shall be limited to two (2) consecutive terms. The chairperson shall serve for a two year term and shall be selected by majority vote of the members of the Council. Vacancies shall be filled for the remainder of the unexpired term. Members may be removed by the BCC with, or without cause.

7. All Council members shall reside within Santa Fe County and shall represent the following entities according to the County Maternal and Child Health Plan, Section 24-1B-4. The membership may include county officials, community-based program providers, childbearing and parenting families, local school administration, local political leaders, employees of the income support office, employees of the county field health office, maternal and child health care providers, obstetricians, family physicians, nurses, mid-level providers and hospital administrators. One member shall reside in each of the Commission Districts in order to provide diversity of representation; the remaining members shall be at large and may reside in any area of the County and be nominated by any Commissioner. Notwithstanding the geographic distribution of the members, all members shall be charged with representing the best interests of the County as a whole.

8. A non-voting membership opportunity will be available to community members that can't make the long-term commitment to the Council. These members will not be appointed by the BCC but can serve as a representative of a community based entity that provides maternal and child health services. They will be providing insight to the needs of families with young children and provide guidance to Council members when addressing critical issues.

9. The Council shall meet as often as necessary to carry out their work, preferably monthly but not less than quarterly. The meetings of the Council shall be held at the Santa Fe County Health & Human Services Building, located at 2052 South Galisteo Street, Santa Fe, NM, and such other locations as may be conducive to visible and publicly accessible meetings. Meetings shall be held in accordance with the County's Resolution Determining Reasonable Notice for Public Meetings of the Board of County Commissioners of Santa Fe County, and for Boards and Committees Appointed by or Acting Under the Authority of the Board of County Commissioners as well as the County's Resolution Establishing Rules of Order for Meetings of the Board of County Commissioners of Santa Fe County and for Certain Specified Committees.

10. All matters coming before the Council shall be resolved by majority vote of the quorum.

11. The County Manager shall appoint a member of the County staff to serve as liaison to the Council. The liaison shall be responsible for stenographic services during meetings, shall ensure that packets are prepared for Council members prior to each meeting, and that notices and agendas are created and posted in accordance with the County's Open Meetings Act Resolution.

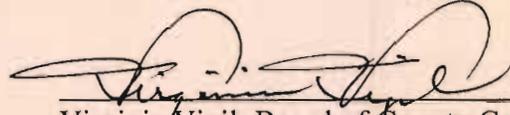
12. All members must adhere to the requirements of the Code of Conduct Ordinance No. 2010-12.

13. The Council shall re-evaluate its core functions on an annual basis to ensure that they meet the needs of the County, and to identify ways to improve its own performance. Such a

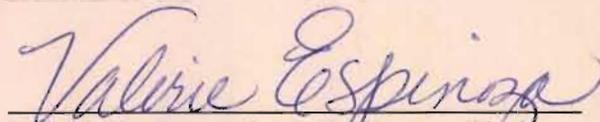
review should specifically address changes needed as a result of changes in laws, regulations and professional standards as may occur from time to time.

**PASSED, APPROVED, and ADOPTED this 26<sup>th</sup> day of July 2011.**

**BOARD OF COUNTY COMMISSIONERS**

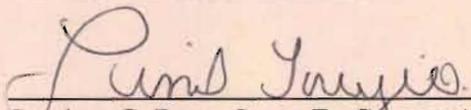
  
Virginia Vigil, Board of County Commission Chair

**ATTEST:**

  
Valerie Espinoza, Santa Fe County Clerk



**APPROVED AS TO FORM:**

  
Stephen C. Ross, Santa Fe County Attorney



COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

BCC RESOLUTIONS  
PAGES: 4

I Hereby Certify That This Instrument Was Filed for  
Record On The 27TH Day Of July, 2011 at 04:05:10 PM  
And Was Duly Recorded as Instrument # **1641226**  
Of The Records Of Santa Fe County

Deputy  Witness My Hand And Seal Of Office  
Valerie Espinoza  
County Clerk, Santa Fe, NM

SFC CLERK RECORDED 07/27/2011