

Partnership for a Healthy Texas

Organizational Structure

Article I: Name

The name of the organization shall be Partnership for a Healthy Texas.

Article II: Mission and Purpose

A. Mission - The **Partnership for a Healthy Texas** is a collective, independent voice of individuals and public, private, professional and nonprofit organizations, service and citizen groups, academia, and businesses working together to promote obesity prevention and reduction policies in Texas.

B. Purpose - The purpose of the Partnership for a Healthy Texas shall be to promote and assist in the implementation of policies and programs at the state, local and national levels to reduce obesity and its impact on the health and economic well being of Texans. The Partnership for a Healthy Texas operates under these guiding principles:

- Encourage collaboration among all parties interested in policy change to reduce obesity
- Inform and educate policy makers about the consequences of obesity
- Promote evidence-based obesity reduction strategies in policy making
- Disseminate policy information and resources to stakeholders interested in obesity prevention

Article III: Membership

A. Eligibility - Membership shall be open to any organization, business, agency, or individual that supports the Partnership for a Healthy Texas's purpose and guiding principals. Membership is broadly defined to promote greater participation and inclusiveness. No individual, organization or its staff who are opposed to the policy goals of the Partnership are eligible for membership in the Partnership.

B. Membership Responsibilities - Members shall actively participate in the Partnership for a Healthy Texas in the following ways:

- Participate in a minimum of one Partnership for a Healthy Texas activity per year.
- Attend at least one Partnership for a Healthy Texas meeting per year.
- Serve as a resource or advisor to the Partnership for a Healthy Texas, a committee, or an activity.

The Executive Committee may remove any member who fails to meet the membership requirements at any time.

Article IV: Meetings

45 **A. Meeting Frequency** - General membership meetings of the full Partnership for a
46 Healthy Texas shall take place at least once per year, on dates and at locations to be
47 determined by the Steering Committee. Partnership for a Healthy Texas meetings
48 may be called by the Executive Committee or Steering Committee. Committee
49 meetings are held at the discretion of the Chair of each committee.
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51 **B. Notice of meetings** - Notice of meetings shall be emailed to each member at least 14
52 days in advance of each meeting.
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54 **C. Leadership and decision making** - Partnership for a Healthy Texas meetings will be
55 led by the Chair or by the Vice Chair. Consensus in decision making will be sought.
56 If consensus cannot be achieved, decisions will be made by a majority vote of the
57 members present. Committee meetings will be led by Chairpersons appointed by the
58 members of each Committee.
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60 **Article V: Steering Committee**

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62 **A. Composition of the Steering Committee** - The Steering Committee shall be
63 comprised of all those wishing to actively participate and whose application is
64 approved by the Steering Committee. No individual may represent more than one
65 organization on the Steering Committee.
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67 **B. Responsibilities of the Steering Committee:**

68 The Steering Committee shall act on behalf of the Partnership for a Healthy Texas
69 and actively pursue its purposes. It shall supervise and direct the affairs of the
70 Partnership within the limits of the "Organizational Structure". Specifically, the
71 Steering Committee will be responsible for:

- 72 • Planning the agenda for Partnership for a Healthy Texas meetings.
- 73 • Preparing a strategic plan and recommending periodic updates for the
74 Partnership's approval.
- 75 • Developing a process to ensure ongoing input from Partnership members.
- 76 • Recommend policy and "Organizational Structure" changes to the
77 Partnership, as needed.
- 78 • Solicit reports on Partnership activities from standing Committees, as needed.
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80 **Article VI. Executive Committee**

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82 **Executive Committee** – The Executive Committee of the Partnership will consist of the
83 Chair, the Vice Chair(s), and the Chairs of each standing Committee. This committee will
84 meet at the call of the Chair or the Vice Chair(s) to act for the Partnership when the
85 Steering Committee or the full Partnership cannot reasonably meet. The Executive
86 Committee provides ongoing oversight and guidance to the Partnership to ensure the
87 work plan is being followed and that policy objectives are being met.
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89 **A. Officers' Responsibilities:**

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- 91 **1. Chair** - The Chair shall be the principal officer of the Partnership for a Healthy
92 Texas. He or she will perform the following duty:
93 • Preside at all full Partnership for a Healthy Texas meetings and functions,
94 Steering Committee meetings and Executive Committee meetings.
95
96 **2. Vice Chair(s)** – The Vice Chair(s) is responsible for the following:
97 • Carrying out the powers, duties and responsibilities of the Chair in the
98 absence of the Chair
99 • Other duties and responsibilities delegated to him or her by Chair or Steering
100 Committee.

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102 **B. Officer Terms:**

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- 104 **1. Term Length:** The Chair and Vice Chair(s) position terms will be for two years
105 at a time and complete at the end of each regular legislative session.
106
107 **2. Term Limits:** Individuals can serve an unlimited amount of terms as Chair or
108 Vice Chair.

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110 **Article VI: Voting**

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112 As outlined in these Guidelines, all members are eligible to vote for the following:

- 113 • Election of the Chair and Vice Chair(s), who must be members already serving on
114 the Steering Committee
115 • Amendments and revisions to the Partnership for a Healthy Texas “Organizational
116 Structure”
117 • All other issues that may come before the Partnership for a Healthy Texas.

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119 **A. Voting Privileges -**

- 120 **1.** Voting by Organizational Members - Each organization shall be entitled to one
121 vote at any general meeting, cast by the representative it designates annually. No
122 individual may serve as representative for more than one organization, or
123 simultaneously as representative for an organization and as an individual member.
124 **2.** Each individual member serving on the Steering Committee shall be entitled to
125 one vote at any Steering Committee meetings. If there are multiple members from
126 the same organization, a voting member should be designated.

127

- 128 **B. Methods of Voting** - Unless otherwise specified in this document, decisions shall be
129 made by majority vote of members present at any meeting in person, via phone or,
130 when determined by the Executive Committee, by electronic ballot by members on
131 the Partnership's official membership list. Voting will occur by voice, show of hands,
132 or ballot at the request of a member.

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134 **Article VIII - Other Partnership for a Healthy Texas Committees** – Each Committee
135 will be led by a Chair appointed by the Steering Committee. The Chair is responsible for

136 guiding the work of the Committee and delegating related tasks to Partnership members.
137 The Partnership for a Healthy Texas will include the following committees:

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139 **A. Program Committee:**

140 The Program committee is responsible for review and oversight of evidence based
141 programs to establish relevance for pursuing policy applications that meet the
142 Partnership’s policy objectives.

143 Responsibilities:

- 144 1. Work with Partnership members to identify programs that are evidence-based and
145 worthy of supporting via policy initiatives.
- 146 2. Engage Resource Agencies and others in discussions of potential initiatives that
147 will impact obesity and determine how policy changes can enhance those efforts.
- 148 3. Provide the Partnership with evaluation, data and progress reports as legislation is
149 being implemented

150

151 **B. Communications Committee:**

152 The communications committee is responsible for development and oversight of media
153 campaigns to achieve the Partnership’s policy objectives. It also determines the best
154 methods for timely communication with Partnership members and the public.

155 Responsibilities:

- 156 1. Develop and oversee implementation of media campaigns that include efforts to
157 educate the public on Partnership policy objectives.
- 158 2. Work with the Legislative Committee on media related advocacy.
- 159 3. Participate in development of and regularly review Partnership web site and make
160 recommendations for updates and improvements.
- 161 4. Work with Legislative Committee to identify support documents and materials
162 needed for legislative activities. Oversee development of these materials.

163

164 **C. Legislative Committee:**

165 The Legislative committee is responsible for oversight of legislative and educational
166 campaigns to achieve the policy objectives of the Partnership.

167 Responsibilities:

- 168 1. Recommend short and long-term policy objectives to the Steering Committee.
- 169 2. Oversee distribution of the Partnership’s policy agenda.
- 170 3. Develop and oversee implementation of legislative and educational strategic plans
171 for achieving biannual policy objectives.
- 172 4. Review and report out all obesity-related legislation filed.
- 173 5. Oversee strategies to educate policymakers.
- 174 6. Coordinate activities with other Partnership committees to ensure coordination of
175 messaging.
- 176 7. Organize regular meetings during legislative session to review and revise
177 legislative strategies.

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179 **D. Ad Hoc Committees** - The Partnership for a Healthy Texas may form Ad Hoc
180 Committees based on projects and needs.

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182 **Article IX - Amendments to "Partnership for a Healthy Texas Structure and**
183 **Guidelines"**

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185 Any member of the Partnership for a Healthy Texas may propose amendment(s) to the
186 "Organizational Structure." Changes to the "Organizational Structure" must be approved
187 by a majority of the full membership.