



**Bay Area UASI
Medical and Public Health Work Group Charter**

Purpose

The Bay Area UASI Medical and Public Health Work Group is chaired by Amy Ramirez of the UASI Management Team. The work group purpose is to provide a forum for coordinating and sharing information about projects, exercises, and planning efforts relevant to the Bay Area medical and public health community. The work group supports Goal 5 of the Bay Area UASI Homeland Security Goals & Objectives and as aligned with the current Bay Area UASI Risk and Gap Report.

Goal 5 : Medical and Public Health	
<u>Objective 5.1 Public Health and Medical Services:</u> Provide lifesaving medical treatment and public health and medical support to people in need within areas affected by emergencies.	<u>Objective 5.2 Fatality Management:</u> Recover, handle, identify, transport, track, store, and dispose of human remains and personal effects; certify the cause of death; and facilitate needed access to behavioral health services.

Work Group Objectives

Medical and Public Health Work Group objectives are to:

1. Establish a Quarterly Agenda containing updates on UASI funded and regionally relevant Medical and Public Health-related projects and initiatives.
2. Based on annual UASI grant funding priorities, identify potential Medical and Public Health projects that might be eligible for funding.
3. Oversee the progress of UASI-funded projects and provide support where possible.
4. Provide subject matter expertise for development of the THIRA and the implementation of the Regional Risk Management Program.
5. Provide status reports, as requested, to the UASI Approval Authority and the Bay Area UASI Management Team as well as to regional stakeholder groups including the Bay Area Mass Prophylaxis Work Group (BAMPWG), the Association of Bay Area Health Officials (ABAHO) – Public Health Preparedness (PHP) Work Group, the Medical Health Operation Area Coordinator (MHOAC), and the Regional Disaster Medical Health Specialist (RDMHS).

Membership

Membership is open to Bay Area UASI region partners jointly engaged in Medical and Public Health disaster mitigation, preparedness, response, and recovery planning efforts. Members are expected to offer a brief summary of their work on any UASI-funded project. Members will be encouraged to provide updates on Medical and Health preparedness-related projects that may be of interest to other work group members.

Meeting Frequency

Members are encouraged to attend in person or by conference call line. Medical and Public Health Work Group meetings are scheduled on a quarterly basis.

Governance Structure

The Bay Area UASI Project Manager assigned to the work group shall serve as the Chairperson and Scribe. It is the responsibility of the Chairperson to report recommendations and progress of the work group to the UASI General Manager. As appropriate, the UASI General Manager may add updates and/or recommendations on behalf of this work group to the agenda for a scheduled UASI Approval Authority Meeting.

Documentation

The work group Chairperson maintains a record of the work group meetings and will distribute meeting agendas two weeks prior to each meeting. The Chairperson will make every effort to distribute meeting minutes within two weeks after each meeting.

Process for Charter Updates/Changes

Updates and changes to this Charter are the responsibility of the Bay Area UASI, although changes will be discussed with the membership prior to the adoption of changes.

Committees

At such time as work in this group requires the formation of a committee, the first option will be to defer to a standing committee among Bay Area UASI partners to determine whether a new or existing committee can complete the work in a timely fashion. Otherwise the Project Manager will recruit from within the work group on advice from partner representatives.