

Coalition Charter

September 10, 2020



I NAME & PURPOSE

The name of the organization shall be the ***Iowa Falls Prevention Coalition***.

The **mission** of the ***Iowa Falls Prevention Coalition*** is to facilitate collaboration between state, community, and health care partners to reduce falls by building awareness, providing education, and supporting implementation of fall prevention efforts.

Our **vision**: All Iowans will have fewer falls and fall-related injuries, maximizing their independence and quality of life.

Operations: The Iowa Falls Prevention Coalition has merged efforts with the Iowa Falls Prevention statewide strategies (SWS) to operationalize the SWS task forces' mission and vision to reduce falls in Iowa.

The **Need**: From the [Iowa DPH Status](#) falls are leading cause of injury, death, and hospitalization among Iowans over the age of 65. At least one older adult dies every day from a fall in Iowa and 22 others are hospitalized because of a fall. Additionally, three seniors will visit an emergency department every hour in Iowa related to a fall. There are countless other seniors who fall in their homes or communities and never seek care, though they may need it. Falls contribute to many older Iowans losing their ability to live independently as they age.

The **Purpose**: The Coalition supports maintaining and expanding fall prevention programs and services in the state of Iowa that focus on communities, hospitals, clinics, and other outpatient settings.

The Coalition will work to increase the type and number of community-based programs across the state that educate older Iowans about the risk of falls, address their fear of falling, and teach exercises to improve their balance and increase their level of activity. Currently, the three most widespread community evidence-based programs available for older Iowans at risk for falls: A Matter of Balance, Stepping On, and Tai Chi (Tai Chi for Arthritis and Tai Ji Quan – Moving for Better Balance).

Coalition efforts to be more inclusive and meet the needs of all Iowans include the expansion of existing programs and services, support additional evidence-based falls prevention programs and services, sustain and increase the number of trained leaders/instructors across the state and promote a system of referral that links those at risk of falling with falls prevention classes, programs, and services available in all areas of the state, both rural and urban.

II MEMBERSHIP

Section 1 - ELIGIBILITY: Membership in the Coalition is inclusive and not limited to the following entities or individuals:

- Public and private health organizations
- Aging services
- National, state, city, and county government(s)
- Business and corporate entities
- Citizen groups
- Association
- Community advocate

Additional coalition members may be invited for participation upon the consensus of the full coalition.

Annual review and signature of commitment is required by all members.

Membership types:

- Individual – an individual member who does not represent an agency/organization may participate in coalition activities
- Agency/organization – an agency or organization may participate in coalition activities through one or more representatives of the agency/organization

A current list of members: see Addendum 1

Section 2 – RESPONSIBILITIES

- Attend routine and special coalition meetings
- Serve as voting member designee (if applicable)
- Read minutes, reports, and other documents to keep abreast of coalition decisions/activities
- Disseminate relevant information to organizational members or employees, and partner organizations through list serves, websites, and newsletters
- Keep coalition informed of organization's related activities
- Provide contributions of staff time and material resources
- Provide connections to other key organizations/individuals
- Participate in and contribute to action plan and goals
- Attend Coalition-related events and activities as support for the Coalition

III ACTION PLAN GOALS: 2018-2021

1. Reduce falls and fall-related injuries in Iowa through efforts to increase awareness and knowledge around falls risk and prevention.
2. Promote best practice assessment for falls risk and timely referral into appropriate falls prevention strategies.
3. Individuals will have knowledge of, and access to, effective programs and services that preserve or improve their physical mobility and lower their risk of falls.
4. Promote home modifications that assure home and setting accessibility and safety over time.
5. Establish support for a sustainable infrastructure for the Iowa Falls Prevention Coalition and continuous falls prevention efforts in Iowa.

Programs Supported by Coalition

The evidence-based community programs listed below are supported and promoted by the Iowa Falls Prevention Coalition and meet the criteria established by the Administration for Community Living/Administration on Aging (ACL/AoA) for evidence-based programs funded through the Older Americans Act (OAA) Title III-D. These community programs have been funded past and present within IFPC entities. This is by no means an exhaustive list, but it gives an indication of the programs taking place.

- A Matter of Balance
- Stepping On
- Tai Chi for Arthritis and Tai Ji Quan-Moving for Better Balance
- CAPABLE Program
- OTAGO
- Walk With Ease

The Community HUB

The Community HUB connects a network of partners consisting of public and private community stakeholders—including health and social service providers, municipalities, businesses, and representatives of the at-risk populations being served—together to determine local health needs and the most effective evidence-based interventions for addressing those needs. Through improved coordination, communication, and a built-in support system for partners delivering evidence-based programs (EBPs), the HUB strives to increase the effectiveness of care coordination services across multiple organizations to ensure that those at risk are identified and connected to evidence-based programs and services in a timely manner. The Community HUB is managed and operated by the nonprofit organization CHPcommunity. www.chpcommunity.org

Roles in the Coalition: see Addendum 2

- Co-Chairs: Trina Radske-Suchan, Kathy Lee (terms started 01-01-2021)
 - 2-year term limit, no consecutive
- Secretary: Liz Davidson (terms started 01-01-2021)
 - (3) 2-year term limit max (if elected consecutively)
- Treasurer: Vacant
 - (3) 2-year term limit max (if elected consecutively)
- Goal #1 Coordinator: Vacant
 - (3) 2-year term limit max (if elected consecutively)
- Goal #2 Coordinator: Angela Shanahan (term started 01-01-2021)
 - (3) 2-year term limit max (if elected consecutively)
- Goal #3 Coordinator: Vacant
 - (3) 2-year term limit max (if elected consecutively)
- Goal #4 Coordinator: Sydney Moore (term started 01-01-2021)
 - (3) 2-year term limit max (if elected consecutively)
- Goal #5 Coordinator: Vacant
 - (3) 2-year term limit max (if elected consecutively)

Measures of Success (Quality Improvement)

- IDPH Annual Brief
- Annual report from IFPC for results/outcomes of Action Plan efforts
- Healthy Iowans 2017-2021 Iowa's Health Improvement Plan
- Program outcomes from the statewide Community HUB

- Number of referrals into falls prevention programs from statewide Community HUB
- National data base(s) – NCOA, CDC, ACL, Agency for Healthcare Quality & Research, National Quality Forum
- Pre and post program/event surveys

Marketing

Responsibility of all Coalition members to help promote the activities and events of the Coalition to constituents of their respective programs/associations and in their local communities.

ADDENDUM 1

List of Members of the Iowa Falls Prevention Coalition – 01/22/2021

Abigail Chihak	Dallas Co Health Dept
Alexandra Bauman	Iowa Department on Aging
Alicyn Reimer	Iowa Department on Aging
Angela Shanahan	MercyOne Des Moines
Anita Leveke	MercyOne Des Moines
Anthony Pudlo	Iowa Pharmacy Association
Bailey Schwarck	On With Life
Becky Koppen	Central Iowa RSVP
Becky Robel	Tai Chi Iowa
Beth Berg	MercyOne Des Moines
Brad Richardson	University of Iowa, School of Social Work
Brenda Johnson	Iowa Healthcare Collaborative
Brendalyn Shird	Habitat for Humanity
Brian Feist	UnityPoint Health Emergency
Carlene Russell	Community Advocate
Catherine Stevermer	Des Moines University
Cheryl TanCreti	McLaren's Chapel Resthaven Cemetery
Connie Eastman	AARP
Daejin Kim	ISU College of Design
Denise Behrends	VA Central Iowa
Emily Bialas	Mercy Health and Fitness
Heather Olsen	University of Northern Iowa
Janet Buls	Northeast Iowa Area Agency on Aging
Jennifer Nutt	Iowa Hospital Association
Jerri McCracken	Connect America
Jill M. Bjerke	<u>Silver Spaces</u>
Jill Sindt	Heritage Area Agencies on Aging
Joe Sample	Iowa Association of Area Agencies on Aging
John McCalley	Amerigroup
Joy Ihle	Polk County - Community, Family and Youth Services
Julia White	Buena Vista Medical Center
Kala Shipley	Iowa Department of Education
Karen Gamerdinger	MercyOne Des Moines
Kathleen Lee	University of Iowa
Kristin McGown	Rock Valley Physical Therapy

Kristin Meyer	Drake University
Lisa Jenison	Brain Injury Alliance of Iowa
Lisa Paige	Boone County Hospital
Liz Davidson	Wesley Life
Liz Ford	Sioux City Fire and Rescue
Maggie Ferguson	Iowa Dept. of Public Health
Marilyn Jones	Iowa Dept. of Public Health
Margaret DeSio	Aging Resources of Central Iowa
Margot McComas	IDPH -Bureau of Emergency and Trauma Services
Mary Jane Carothers	Iowa Healthcare Association
Matt Ostrehaus	Osterhaus Pharmacy
Megan Hartwig	Iowa Association of Community Providers
Michelle Brown	Des Moines University
Miranda Rouw	Community Advocate
Paula Sheeder	Guthrie County Public Health
Sarah Hobbs	Genesis Visiting Nurses Association, Jackson County Regional Health Center
Shannon Draayer	Wesley Life
Sonita Oldfield-Carlson	Milestones Area Agencies on Aging
Stacey Koenigs	Rock Valley Physical Therapy
Sue Sandahl	On With Life
Sydney Moore	Happy at Home Consulting
Tracy Keninger	Easter Seals
Trina Radske-Suchan	CHPcommunity
Vicky Kolar	Telligen

ADDENDUM 2

COALITION Co-Chair

Responsible To: Coalition Membership

Job Description: Responsible for the oversight of the short-term and long-term strategic plan of the Coalition.

- Support the Coalition's vision, mission, and purpose
- Facilitate the strategic direction for the Coalition and ensure effective planning through the development and implementation of the 3-Year Action Plan
- Conduct literature/resource reviews to identify best practices for Coalition
- Provide leadership for the Annual Falls Prevention Symposium
- Review, maintain and expand current membership with assistance from existing Coalition members
- Develop Coalition meeting agendas with input from other Coalition leaders
- Coordinate and facilitate coalition meetings and communicate effectively with members to promote collaboration and problem solving
- Represent Coalition on national calls with NCOA, ACL or other applicable national organizations.
- Represent Coalition in the community and enhance support of Coalition mission
- Ensure legal and ethical integrity and maintain accountability

Time Commitment:

- Approximately 1-2 hours per week on average
- Attend Coalition meetings and other major Coalition activities such as the Annual Falls Prevention Symposium

Qualifications:

- Ascribe to Coalition mission, goals, and charter
- Possess strong leadership and organizational skills
- Leadership experience in Falls Prevention activities, strategies, or roles within your professional development
- Proficient with Microsoft Office (Word, PowerPoint, Excel, Outlook) and web conferencing software.

COALITION Secretary

Responsible To: Co-Chairs and Coalition Membership

Job Description: Serves as Administrative leader for Coalition.

- Support the Coalition's vision, mission, and purpose
- Assist Coalition meeting agenda layout and distribution
- Send Coalition meeting invites and reminders to members
- Locate and secure meeting venues and ensure set up audio-visual equipment
- Take meeting minutes and distributes electronically to members
- Prepare handouts for distribution at meetings
- Maintain member roster
- Send out information to Coalition members electronically about relevant webinars, events, trainings, etc.
- Acquire and archive publicity generated by programs

Time Commitment:

- Approximately 3 hours per month on average
- Attend Coalition meetings and other major Coalition activities such as the Annual Falls Prevention Symposium

Qualifications:

- Ascribe to Coalition mission, goals, and charter
- Possess strong organizational skills
- Excellent interpersonal and communication skills
- Proficient with Microsoft Office (Word, PowerPoint, Excel, Outlook) and web conferencing software.

COALITION Treasurer

Responsible To: Co-Chairs and Coalition Membership

Job Description: Serves as Treasurer to Coalition.

- Support the Coalition's vision, mission, and purpose
- Serve as custodian for all records and reports
- Recommend for approval the Coalition's annual budget
- Maintain financial records for Coalition
- Provide financial oversight and ensure there are adequate resources to implement the Coalition's mission
- Prepare financial reports for Coalition meetings

Time Commitment:

- Approximately 3 hours per month on average
- Attend Coalition meetings and other major Coalition activities such as the Annual Falls Prevention Symposium

Qualifications:

- Ascribe to Coalition mission, goals, and charter
- Experience in financial management
- Excellent communication and presentation skills
- Proficient with Microsoft Office (Word, PowerPoint, Excel, Outlook) and web conferencing software.

COALITION Goal Coordinators

Responsible To: Co-Chairs and Coalition Membership

Job Description: Responsible for facilitating, planning, implementing, and evaluating activities associated with the Strategic Goals of the 3-Year Action Plan.

- Support the Coalition's vision, mission, and purpose
- Provide oversight to the work under assigned Strategic Goal
- Assist coalition members in planning and implementing strategic goal efforts
- Develop and implement evaluation measures of activities within strategic goal work
- Prepare activity reports for Coalition meetings

Time Commitment:

- Approximately 2-5 hours per month on average
- Attend Coalition meetings and other major Coalition activities such as the Annual Falls Prevention Symposium

Qualifications:

- Ascribe to Coalition mission, goals, and charter
- Possess strong facilitator and organizational skills
- Excellent communication skills
- Proficient with Microsoft Office (Word, PowerPoint, Excel, Outlook) and web conferencing software.