



## **Turning Point Regional (TPR) Allied Health Roundtable**

### **Memorandum of Agreement (MOA)**

#### **I. Introduction**

The Turning Point Regional Allied Health Roundtable (TPR) was formed through the award of a North Carolina Department of Commerce grant to develop solutions to the workforce shortage in the Health Care industry's allied health professions in the five county region. Counties served by the Roundtable are: Edgecombe, Halifax, Nash, Northampton, and Wilson counties.

Specifically, TPR's goal is to increase the allied healthcare workforce within the five counties which it serves. The major purposes of the Roundtable are: (1) to facilitate collaboration and partnerships with the local business community and community agencies, including the Workforce Development Board, the North Carolina Department of Commerce, institutions of higher education and the K-12 school system and other organizations with interest in allied health; (2) to identify allied healthcare training needs and workforce demands within the region; (3) to seek means of increasing the allied healthcare workforce within the region to meet workforce needs; (4) to support career ladder development for the allied health career workforce; and (5) to foster exemplary, accountable allied health education and training programs within the region.

The Roundtable serves in an advisory capacity to the employer and educational communities vested in allied healthcare workforce and training needs, demands and opportunities. The Roundtable also serves in an advisory capacity to the North Carolina Department of Commerce on training issues, solutions, and opportunities related to increasing the number of allied health professionals in the region.

#### **II. Purpose of the Agreement**

In order to accomplish its purpose, the Roundtable shall seek activities and means to ensure the sustainability of its endeavors to further the growth and development of allied health careers and trained professionals in the five county region of North Carolina. This will be accomplished through the formation of an organizational

entity with membership organizations committed to collectively fulfilling the goals and objectives of the Roundtable through active representation, organizational support, and efforts toward sustainability of the initiatives of the Roundtable through the procurement of grants and other types of funding mechanisms as well as, other direct financial support.

### **III. Members of the Partnership**

The members of the Roundtable included, but are not limited to, individuals from the following organizations and/or agencies:

- Allied Health Employers
- Business and Industry
- Economic Developers
- K-12 School System
- Community College System
- Workforce Development Board
- Chambers of Commerce
- NC Area Health Education Centers
- Stakeholders
- Community Representative(s)
- Other organizations/associations

The members of the Roundtable include entities, both public and private, with essential expertise and interest in addressing the needs and growth of the allied health workforce in the five county region. The composition of the Roundtable is geographically diverse and broad-based.

Roundtable membership is open to any interested party or organization that supports the purpose of the TPR Allied Health Roundtable and is committed to assuring the sustainability of its activities for the benefit of the region's healthcare system.

### **IV. Governance and Management**

Governance of TPR Allied Health Roundtable is by a voluntary Board of Directors in keeping with organizational By-laws. The Board is responsible for the overall policy and direction of the Roundtable. Officers of the Board are as follows: Chair, Vice-Chair, and Secretary each with prescribed duties and responsibilities. The Roundtable has four (4) committees: employee, employer, economic development, and stakeholders; each charged with a specific scope of work to support the goals and objectives of the Roundtable.

## **V. Responsibilities of Each Partner**

### **a. Joint Responsibilities**

Each partner representative, whether on an individual or organizational basis, agrees to support the Roundtable through identification of one or more representatives who will agree to attend and participate in meetings, serve on committees, report on the activities of the Roundtable within the member organization, provide input into the Roundtable relative to member organization allied healthcare workforce training and employment needs.

Members also agree to support, identify or seek external funding sources, (i.e., grants) for the Roundtable which will provide project and program monies to further regional training programs and other educational programming for allied healthcare professionals. This may be accomplished by letters of support, in-kind staff support for grant preparation and/or actively identifying and seeking grant opportunities from national, statewide or local grant programs, and other funding sources.

## **VI. Sustainability plan (Describes how the organization will provide for funding beyond the planning grant)**

The Roundtable will function under the 501 (c) 3 status of the Workforce Intermediary, which is Area L AHEC, for the next three years. This will allow the acceptance and administration of federal, state and other funding to the organization for fulfillment of its mission and goals. The Roundtable will secure external funding for programming, training, and educational activities to increase the number of allied health professionals in the region through focused grant seeking activities, as well as partnership development with statewide associations and organizations with similar interests in healthcare workforce development. Funding goals and a clear work plan leading to operational and program funds will be set by the Roundtable members. Funding goals and work activities will be closely monitored to ensure funding objectives are met in a timely and logical manner and in keeping with an annual budget adopted by the Roundtable.

## **VII. Branding**

The Roundtable will be known as (TPR) Allied Health Roundtable. The abbreviation of the Roundtable's formal name will allow for ease in name recognition by identifying its regional scope (five county region), its focus (allied health) and the collective and collaborative nature of the organization (Roundtable).

A logo and other associated supporting materials (brochures, letterhead, etc.) will be developed to promote the Roundtable in its funding, recruitment and business activities.

**VIII. MOU Review and Modification Provisions**

This Memorandum of Agreement will be subject to review and modification on an annual basis as a part of the Roundtable's first meeting of each calendar year. Modification of the Memorandum of Agreement will be subject to amendment as deemed necessary by a two-thirds majority vote of the Board of Directors.

**IX. Effective Date and Term of the MOU**

This Memorandum of Agreement will be effective on January 1, 2009, and will be effective for a period of three years.

**X. Signature Page**

Name: David M. Webb, President Organization: Area L AHEC	Date:
Name: Larry Chewning, President Organization: Nash Health Care Systems	Date:
Name: Will Mahone, President Organization: Halifax Regional Medical Center	Date:
Name: Rick Hudson, President Organization: Wilson Medical Center	Date:
Name: Wick Baker, President Organization: Heritage Hospital	Date:
Name: Pam Whitaker, President Organization: Turning Point Workforce Development Board	Date:
Name: Larry Price, Superintendent Organization: Wilson County Schools	Date:
Name: Mrs. Janice Cutchin Organization: Retired Allied Health Professional	Date:
Name: Ervin Griffin, President Organization: Halifax Community College	Date:
Name: Rusty Stephens, President Organization: Wilson Community College	Date:
Name: Deborah Lamm, President Organization: Edgecombe Community College	Date:
Name: William Carver, President Organization: Nash Community College	Date:
Name: Mattie Caterstarphen, Administrator Organization: Tarboro Clinic	Date:
Name: Janet Carver, Human Resources Manager Organization: Boice-Willis Clinic	Date:
Name: Organization: Nash/Rocky Mount Schools (Health Sciences Academy)	Date:

Name: Brian O. Harris, Chief Executive Officer Organization: Rural Health Group, Inc.	Date:
Name: Rueben Blackwell IV, Chief Executive Officer Organization: Rocky Mount OIC Health Center, Inc.	Date:
Name: Kenny Waters, Human Resource Manager Organization: Carolinas Family Community Health Center, Inc.	Date:
Name: Lorenzo Carmen, County Manager Organization: Edgecombe County	Date: