

# Latino Advisory Committee

## FACT SHEET



**Overview:** Involve community members and other key stakeholders in *Campaign* activities and development.

Materials for this Component of the Scope of Work:

- Meeting Evaluation Tool
- Committee Assessment Tool
- Membership Profile and Contact Form

**Working with the Advisory Committee:** The main objective of the Advisory Committee is to:

- Provide guidance and direction to the regional *Latino Campaign*.
- Provide input on implementation of the scope of work, including effective methods and potential partners.
- Assist with recruitment of organizations to participate in the *Campaign*.
- Act as spokespeople for the Campaign (if they wish).
- Identify resources that can be provided to Campaign partners to assist them in implementing policy, systems, and environmental changes that support fruit and vegetable consumption and physical activity.

**Who should be a member of the Advisory Committee?**

- Community representatives who work with low-income Latino adults.
- Members with expertise in nutrition, physical activity and food security.
- Low-income Latino adults as committee members when appropriate.
- Members should represent the geographic diversity of the region.
- Membership should be evaluated annually to determine whether these criteria's are being met and if necessary, a recruitment plan for new members should be developed and implemented.

**Advisory Committee Format:** The Advisory Committee should work together to create the mission of the Committee and determine basic methods of operation, such as frequency of meetings (minimum of three annual meetings), meeting format, communication methods, etc. Each meeting should be evaluated to determine members' satisfaction and identify areas of improvement.

**Items to keep on file:**

- Agendas
- Meeting minutes
- Meeting evaluations