

# Arizona Prevention Research Center

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## What is the Arizona Prevention Research Center?

The AzPRC is a Prevention Research Center funded by the Centers for Disease Control and Prevention. The CDC funds 26 centers in the U.S. housed within schools of public health throughout the country. All centers share **a common goal of addressing behaviors and environmental factors that contribute to chronic diseases**. The PRCs are founded on the philosophy that collaboration with communities is necessary to conduct meaningful research to communities. Each center conducts at least **one core research project** with an underserved population that has a disproportionately large burden of disease and disability.

## What is the Mission of the AzPRC?

*To partner with communities to improve the health and well-being of people living in US-Mexico Border States through research, training, advocacy and policy change.*

## What does the AzPRC Do?

### □ **COMMUNITY BASED PARTICIPATORY RESEARCH** along the US Mexico Border

In the past 15 years, we have collaborated with CAB members on research about community health workers (*promotores de salud*) and their effectiveness in the prevention and control of diabetes and other chronic diseases. We are also interested in how CHWs engage their community members in making their communities healthier. Our new project will explore the role of CHWs in improving the emotional wellness of people with chronic disease.

### □ **TRAINING**

We work together with CAB members to design and deliver trainings to community health workers, public health students, public health agencies and community members. Our trainings include:

- Public Health Advocacy
- Community Based Participatory Research
- Border Health
- Community Health Worker Programs

### □ **CHW CURRICULA AND DISSEMINATION**

- Pasos Adelante (Steps Forward): Chronic Disease Prevention
- Diabetes and the Family: Family Health Promotion
- Sonrisa (Smile): Addressing depression and chronic disease
- Acción para la Salud (Action for Health): Community Advocacy for Health

### **Useful Acronyms:**

CDC-Centers for Disease Control and Prevention

PRC-Prevention Research Center

PRC NCC-PRC National Community Committee

CBPR-Community-Based Participatory Research

ADHS: Arizona Department of Health Services

NIH-National Institute of Health

AHCCCS-Arizona Health Care Cost Containment

System HRSA-Health Resource Systems Administration

# Arizona Prevention Research Center Community Action Board

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## What is the AzPRC Community Action Board?

Each PRC is required to obtain guidance from a community board comprised of community organizations, health care providers, health departments, education agencies and the private sector. The AzPRC is committed to maintaining a long term partnership between researchers and community organizations. (See list of current organizations and members.)

## What is the Mission of the AzPRC Community Action Board?

*To champion for optimal health and wellbeing in our diverse communities of the US/Mexico border region.*

## What is the CAB's role in the AzPRC?

The CAB has an important advisory role. CAB members provide guidance on **research, training, and curricula development/dissemination**. The CAB also promotes health policy along the U.S.-Mexico Border region.

## How does the CAB operate?

CAB members meet quarterly, four times a year, at the University of Arizona. The AzPRC pays travel expenses for members traveling to the meeting.

## CAB Membership

Membership is open to all organizations and individuals who express interest in health issues along the border including but not limited to: representatives from four border counties, Tohono O'odham Nation, Pascua Yaqui Nation, Cocopah Nation, community-based/grassroots organizations, community health centers, local health departments, local hospitals, cooperative extensions, and the Arizona Department of Health Services. Members are expected to:

- Act as a representative for your target population and/or community;
- Attend meetings quarterly;
- Conduct the work of the Center through involvement in subcommittees.

## What is the benefit for me and my organization as a CAB member?

AzPRC CAB members have said that the CAB has:

- ❖ "The ability of our community health workers to view issues holistically and formulate responses that include advocacy and community awareness has increased"
- ❖ "Laid the groundwork for collaborative projects"
- ❖ "Our work with the PRC changed how we work with other institutions, meaning that we know how to drive the discussion and get what we need from the relationship"
- ❖ "Research is a very positive thing. It has given us fuel to push policy in the schools. It has also given confidence to members."

## Community Action Board (CAB) Guiding Principles & Operating Procedures

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### What is the Arizona Prevention Research AzPRC (AzPRC)?

The AzPRC is a Prevention Research AzPRC funded by the AzPRCs for Disease Control and Prevention. The CDC funds 26 AzPRCs in the U.S. housed within schools of public health throughout the country. All AzPRCs share **a common goal of addressing behaviors and environmental factors that contribute to chronic diseases**. The PRCs are founded on the philosophy that collaboration with communities is necessary to conduct meaningful research to communities. Each AzPRC conducts at least **one core research project** with an underserved population that has a disproportionately large burden of disease and disability.

### What is the Mission of the AzPRC (CAB)?

*To partner with communities to improve the health and well-being of people living in US-Mexico Border region through research, training, advocacy and policy change.*

### What is the AzPRC Community Action Board (CAB)?

The AzPRC obtains guidance from a community board comprised of community organizations, health care providers, health departments, education agencies and the private sector. The AzPRC is committed to maintaining a long term partnership between researchers and community organizations.

### Membership Benefits

The AzPRC recognizes the time commitment of members and their organizations in attending meetings and serving on committees. The CAB has identified several benefits related to CAB membership.

1. Members will have the opportunity to network on common objectives and projects with other organizations serving the border region.
2. The AzPRC will cover the cost of travel to CAB meetings and is committed to identifying travel resources for CAB members to travel to National Prevention Research AzPRC and National Community AzPRC meetings, as well as to other conferences as they related to dissemination of AzPRC activities.

3. The AzPRC is committed to working with CAB members to identify and pursue research, training and dissemination resources related to chronic disease prevention and the priorities identified in the AzPRC research plan.
4. AzPRC staff is available for the following activities to the benefit of CAB member;
  - a. Providing technical assistance/training to member organizations;
  - b. Serving on member project advisory boards;
  - c. Accessing scientific articles related to chronic disease prevention.

### **Guiding Principles**

1. The AzPRC staff and CAB members have both mutual and separate responsibilities.
2. The relationship between community and academic partners is characterized by mutual trust, respect, genuineness, and commitment.
3. The partnership builds upon identified strengths and assets, but also works to address needs and increase capacity of all partners.
4. The CAB members balance leadership and power among partners and enables resources among partners to be shared.
5. Partners make clear and open communication an ongoing priority by striving to understand each other's needs and self-interests, and developing a common language.
6. Principles and processes for the partnership are established with the input and agreement of all partners, especially for decision-making and conflict resolution.
7. There is feedback among all CAB members, with the goal of continuously improving the partnership and its outcomes.
8. Partners share the benefits of the partnership's accomplishments.

### **Roles and Responsibilities**

#### **1. Research**

CAB members will participate in community based participatory research (CBPR) through involvement in all phases of the research model including prioritization of current and future research topic, research design, data collection, analysis, interpretation, and dissemination.

#### **2. Program Development**

CAB members will assist with the identification and securing of resources to fund the research priorities, to include team development of grant applications and partnering to share in-kind resources. Identify other community members and member organizations that could make valuable contributions to the AzPRC by serving on the CAB.

#### **3. Program Implementation and Evaluation**

CAB members will advise the AzPRC on program implementation, to include assessment of progress, evaluation of outcomes, identification of challenges, and development of corrective actions.

#### **4. Program Dissemination**

CAB members will assist the AzPRC with efforts to share results with the broader PRC and public health community through community and professional meetings, presentations, publications and web-based.

### **Operating Procedures**

#### **Membership and Leadership**

##### **1. Membership**

Membership is open to all organizations and individuals who express interest in health issues along the border including but not limited to: representatives from four border counties, Tohono O’odham Nation, Pasqua Yaqui Nation, Cocopah Nation, the Arizona Department of Health Services and local health departments, U.S. representatives from the U.S. Border Health Commission, and members from Local SAGs. Expectations of members are:

- Act as a representation for your target population and/or community;
- Attend meetings quarterly;
- Conduct the work of the AzPRC through involvement in at least one subcommittee;
- Recommend and participate in the identification of new members.

##### **2. Organizational Structure**

The committee shall include two co- chairs. The co-chairs will serve a two-year term. The outgoing co-chairs serve as past chairs. The CAB will solicit volunteers or nominees for the co-chair-elect position once that position is vacant. The group will then vote to select the co-chairs elect.

##### **3. National Community Committee Representation**

Any member of the CAB, including the co-chairs, and past chairs are eligible to serve as representatives on the CDC PRC National Community Committee. At least two CAB members will serve as primary representatives for a term of three consecutive years. If any of these individuals are unable to attend, they will designate an alternate from the CAB to attend in their place.

#### **Meeting Logistics**

##### **1. Frequency of meetings**

CAB meetings will be held quarterly.

##### **2. Meeting Attendance**

CAB members are expected to attend three of the four meetings or send an alternate.

### **3. Meeting Location**

CAB meetings will be held in Tucson as well as rotating to member communities. There may be opportunities to link with the other conferences of initiatives. When this occurs, advance notice will be provided.

### **4. Meeting Format**

The agenda will be set by the CAB Co-chairs in consultation with the AzPRC CAB liaison with input from CAB membership prior to each meeting.

<b>Communications</b>
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#### **1. CAB list serve**

AzPRC staff will maintain an AzPRC list serve for direct communication with CAB members.

#### **2. CAB and working group meeting minutes**

AzPRC staff will take minutes at all CAB related meetings. The minutes will be distributed to the AzPRC liaison and Co-Chairs for review. Once approved, the minutes will be sent electronically to all the CAB members and will be distributed at the next CAB meeting.

All resources are available on the AzPRC website: <http://azprc.arizona.edu/>

<b>Procedures</b>
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#### Procedure to modify Regional CAB Guiding Principles

The CAB will formally review the Guiding Principles once every five years. Members can suggest changes at any time. Agreement to make changes to the Guiding Principles will be done through consensus at a CAB meeting.

**ARIZONA PREVENTION RESEARCH CENTER  
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2016-2017**

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