

Maine Worksite Wellness Initiative (MWWI) Year 2010-11 Charter, draft 22 October 2010

Robert H. Ross, PhD, Convener

Scientific Director, Maine-Harvard Prevention Research Center, Harvard School of Public Health

Research Associate Professor, College of Graduate Studies, University of New England, Portland Campus

208 Linnell Hall, 716 Stevens Ave, Portland ME 04103. brross1@une.edu, rross@hsph.harvard.edu 978-505-8892

Vision. The MWWI is a knowledge-disseminating and project-generating collaboration of Maine-based occupational health and related professionals.

Purpose: The MWWI convenes Maine-based occupational health and related practitioners, providers, and researchers for the purpose of working together a) to understand and elaborate each others' sciences and practice and b) to generate grants to support distinct research and program development projects focused on cost-effective occupational health and safety promotion and protection and work-related disease, accident, and injury prevention, treatment, and treatment improvement.

Membership: The MWWI is constituted by Maine-based worksite health promotion (WHP), occupational safety and health (OSH), community or public health (CPH), health care services (HCS), health policy science (HPS) and other professionals—practitioners, providers, researchers—from industry, business, government, education, community agency or coalition, and foundation settings.

Grants: The grants which support MWWI-generated occupational health and related projects will typically be sponsored by a federal or a state agency (e.g. NIH, CDC, Maine CDC), national or local private foundation (e.g. RWJF, MeHAF, New Balance), health care payor or provider (e.g. Anthem, Harvard Pilgrim), or Maine-based employer or employer consortium. Following the rule of three—three proposals equal one acceptance—members will work (in sub-groups) to conceptualize, assemble, and submit one competitive bid three times a year, for example by December 15, March 15, and June 15.

Structure: For 2010-11, the MWWI will be composed of 20-25 active members who meet every six weeks for 90 minutes face-to-face or connected by teleconference or webinar technology. Meetings will alternate across the Augusta, Portland, Bangor, and Lewiston locations of members and require teleconference or webinar capacity so that those at greatest distance (think winter) may attend. Meetings, depending on the agenda, may involve invited associates for the briefing or presentation components. Associates lend their expertise to the MWWI for 30-35 minutes and may subsequently collaborate on research or program development project work.

Meetings: MWWI meetings have three components. Each will entail timely pre-meeting circulation and require member review of an agenda and one or more documents.

- **roundtable** (25 minutes): where members report projects-in-planning, in-progress, and in-conclusion, raise issues, think out-loud, trace lessons, seek partners, collect comments.
- **briefing** (30-35 minutes): where an associate (or member) briefs the group on a current or emerging occupational health, public health, health services, or policy science topic of substantive (e.g. clinical, epidemiologic, organizational, environmental, ergonomic, policy) or methodologic (e.g. biometric, econometric, informatic, geographic) import.
- **presentation** (30-35 minutes): where a member (or associate) presents an early/mid/end-stage project proposal (e.g. to be submitted to a funder, client, board, journal, or meeting) or project report (e.g. preliminary data, final outcomes, article) for constructive comment.