



CHARTER

ADVISORY COMMITTEE ON INFANT MORTALITY

Authority

The Advisory Committee on Infant Mortality (ACIM) was established under provisions of 42 USC 217a, section 222 of the Public Health Service Act, as amended. The Committee is governed by provisions of Public Law 92-463, as amended, (5 U.S.C. App. 2), which sets forth standards for the formation and use of Advisory Committees.

Objectives and Scope of Activities

The Advisory Committee on Infant Mortality (ACIM) will advise the Secretary on Department activities and programs that are directed at reducing infant mortality and improving the health status of pregnant women and infants. The Committee will represent a public and private partnership at the highest level to provide guidance and to focus attention on the policies and resources required to address the reduction of infant mortality. The Committee will also provide advice on how best to coordinate the variety of Federal, State, local and private programs and efforts that are designed to deal with the health and social problems impacting on infant mortality.

Description of Duties

As part of its general duties, the Committee shall establish by-laws to specify its operation procedures. The committee shall advise the Secretary of the Department of Health and Human Services and the Administrator of the Health Resources and Services Administration (HRSA) on Department programs and activities related to infant mortality, including implementation of the Healthy Start Initiative and infant mortality objectives from Healthy People 2020: National Health Promotion and Disease Prevention Objectives.

Agency or Official to Whom the Committee Reports

ACIM will submit recommendations and reports to the Secretary of Health and Human Services.

Support

Management and support services shall be provided by the Maternal and Child Health Bureau.

Estimated Annual Operating Costs and Staff Years

Estimated annual cost for operating the Committee, including compensation and travel expenses for members but excluding staff support, is \$224,799. Estimated annual person-years of staff support required is 0.75 FTE, at an estimated annual cost of \$87,064.

Designated Federal Officer

HRSA will select a full-time or permanent part-time Federal employee to serve as the Designated Federal Official (DFO) to attend each Committee meeting and ensure that all procedures are within applicable, statutory, regulatory, and HHS General Administration Manual directives. The DFO will approve and prepare all meeting agendas, call all of the Committee or subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the Committee reports. The DFO or his/her designee shall be present at all meetings of the full committee and subcommittees.

Estimated Number and Frequency of Meetings

Meetings shall be held approximately two times a year. Meetings shall be open to the public except as determined otherwise by the Secretary or designee in accordance with the Government in the Sunshine Act 5 U.S.C. 552b(c) and the Federal Advisory Committee Act. Notice of all meetings shall be given to the public. Meetings shall be conducted, and records of the proceedings kept, as required by applicable laws and departmental regulations.

Duration

Continuing

Termination Date

Unless renewed by appropriate action prior to its expiration, the Advisory Committee on Infant Mortality will terminate on September 30, 2013.

Membership and Designation

The Committee shall consist of the Assistant Secretary for Health; the Assistant Secretary for Children and Families; the Administrator for the Centers for Medicare and Medicaid Services; a senior representative from the Department of Education; the Director of the Centers for Disease Control and Prevention Division of Reproductive Health; a senior representative from the Department of Housing and Urban Development; a senior representative from the Department of Labor; the Director of the Agency for Healthcare Research and Quality's Center for Primary Care, Prevention, and Clinical Partnerships; the Assistant Secretary for Food and Consumer Services, the United States Department of Agriculture; any appropriately qualified representative of the Department of Health

and Human Services or other Agencies of the Federal Government designated by the Secretary as ex-officio members; and 21 members, including the Chair, selected by the Secretary. Members shall be representatives of both the public and private sectors. Members from the private sector will represent corporations and foundations, the clergy, consumers, health and other professional organizations, health plans, and employers. Members from the public sector will include elected officials and health and human services administrators from the State and local levels including representatives of minority, rural, and urban interests.

Members will serve as Special Government Employees.

A member may continue to serve after the expiration of his or her term until a successor is appointed, but no longer than 180 days.

Subcommittees

Subcommittee may be established with the approval of the Secretary or designee. Subcommittee members may be composed of the parent committee. The subcommittee shall make recommendations to be deliberated by the parent committee. The Department Committee Management Officer will be notified upon establishment of each Subcommittee and will be provided information on its name, membership, function, and estimated frequency of meetings.

Recordkeeping

The records of the Committee, established subcommittees, or other subgroups of the committee, shall be handled in accordance with General Records Schedule 26, Item 2 or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

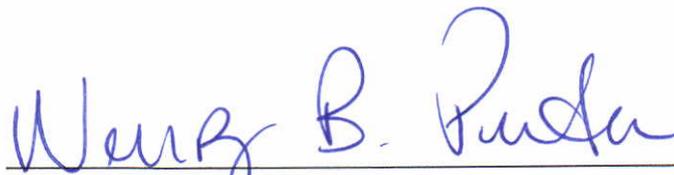
Filing Date

09/30/10

Approved:

SEP 28 2011

Date



Wendy B. Ponton
Director, Office of Management

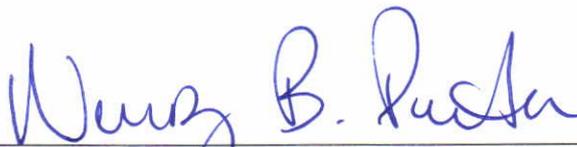
NOTICE OF RENEWAL OF THE
ADVISORY COMMITTEE ON INFANT MORTALITY

I determine, after appropriate consultation between this Department and the General Services Administration, that renewal of the Advisory Committee on Infant Mortality beyond September 30, 2011 is in the public interest in connection with the performance of duties imposed on the Department by law and that such duties can best be performed through the advice and counsel of such a group. The Committee is continued until September 30, 2013.

I deem that it is not feasible for the Department or any of its existing committees to perform these duties, and that a satisfactory plan for appropriate balance of committee membership has been submitted.

SEP 28 2011

Date



Wendy B. Ponton
Director for Office of Management