

What to Expect on a Person-Centred Advisory Committee

Introduction

LHF's person-centred advisory committees bring together dedicated individuals from the lung health community to provide valuable input on matters across the organization. These advisory committees facilitate two-way communication, allowing LHF to present potential initiatives and events while community members provide direct feedback and influence decision-making.

What is a Person-Centred Advisory Committee?

A person-centred advisory committee, sometimes referred to as a working group, is a representative group of members who meet regularly with LHF to share their unique needs and recommendations. This collaboration helps guide our projects and strategies based on real experiences and insights.

What are the Meeting Requirements?

Advisory committees typically meet every 3 months to discuss upcoming projects for the next quarter. Committee meetings are held virtually via Zoom and will typically last 1 hour. If there are numerous agenda items, the committee may meet monthly instead for shorter sessions.

What is the Structure of the Committee?

LHF advisory committees remain small, consisting of 8-12 members, to encourage greater discussion and comfort among other participants. Each committee will include 1-2 staff members to facilitate the conversation. Members will be asked to serve on the committee for at least 1 year, with the option to continue beyond that period.

What is the Purpose of a Person-Centred Advisory Committee?

At LHF, we believe that creating meaningful and long-lasting impact requires a strong focus on the needs of the people we serve. The purpose of the advisory committee is to:

- Learn about what is important to our community and how we can address their needs.
- It is an excellent vehicle for communication between people within the lung health community, and staff.

It provides an opportunity for community members to provide input into policy and program development, review content and educational materials, or actively participate in improving LHF's work across the board.

An advisory committee also offers a safe place where community members can voice their thoughts and concerns.

What are some examples of what a committee could discuss?

- Reviewing LHF's tools and resources from a patient perspective
- Sharing ideas about on upcoming webinar or policy forum topics
- Providing input on conference sessions for people with lived experience
- Offering ideas for new work or initiatives for LHF to consider
- Advising LHF on solutions to problems faced by programs or the organization

