Colorado Contexture Advisory Council Charter

Colorado Council – 2026

Purpose

The Colorado Contexture Advisory Council is a multi-stakeholder group of clinicians, state/local government representatives, health plan representatives, CBOs and other end users of health information exchange (HIE) and other Contexture services who provide valuable clinical and workflow perspectives to Contexture as it develops new products and service offerings for its participants. The Council advises Contexture staff and its nonprofit Board of Directors on ways to develop and improve the use and utility of its services in clinical decision making and patient care, including ways to improve the presentation of data and the integration of services into workflows.

Roles & Responsibilities

- Advise the Contexture Board of Directors and staff regarding the long-term strategic goals and objectives of Contexture service offerings.
- Provide clinical and operational feedback on Contexture programs and initiatives that expand access and use of HIE services, including the quality and utility of data provided to the HIE and its end users.
- Provide operational feedback on Community Resource Network (CRN) that expand access and use of these services, provide a forum for planning and engagement of healthcare stakeholders to promote the adoption of social determinants of health information technology , and advise on strategies and tactics to encourage expanded participation in CRN
- Monitor and evaluate scientific, clinical, and technical trends that may impact Contexture's product and service offerings.
- Provide strategic advice and recommendations regarding improvements to existing service offerings or new service opportunities that are aligned with Contexture's non-profit mission.
- Advise Contexture of community trends and perspectives on Contexture services and brands to ensure Contexture and its service lines are responsive to both future community needs and current issues users may be experiencing.
- Advise on strategies and tactics for market research and market outreach to encourage adoption and expanded use of Contexture's products and services.
- Serve as a community planning and advisory body for signature Contexture events, including user groups, conferences and workshops.
- Advise on how Contexture can continue to progress as a Health Data Utility (HDU), including new use cases for data use, new potential participant types, or new ways Contexture can serve the community's needs.
- Serve as needed on special Contexture workgroups addressing public health, social determinants of health and related areas; and
- Review and advise on other topics as delegated to the Council from time to time by the Board of Directors.

Council Membership
Any Contexture Participant organization in good standing may nominate a qualified representative from their organization to participate as a member of the HIE Advisory Council. Members shall include licensed practitioners from physical health, behavioral health, dental health, substance use treatment, and long-term, post-acute care organizations or other individuals with related clinical or operational expertise. Members can also include administrators or end users from community-based organizations, health plans, government organizations, trade associations or other organizations key to the healthcare delivery system in Colorado. The Contexture CEO and leadership may appoint members to serve on the Council on a rolling basis.

Council Size
The Council will consist of up to 25 members or as otherwise directed by the Contexture leadership.

The Advisory Council should consist of representatives from the following organization types. Of these, at least three clinical practitioners should be licensed:

- One A CO Health Care Policy and Finance representative,
- One CO Department of Human Services representative,
- Two RAE representatives,
- Two health plan representatives,
- One EMS/Fire representative,
- Two hospital representatives,
- Two Federally Qualified Health Cener (FQHC) Representatives,
- Two behavioral health provider representatives,
- One MCO representative,
- Two Physician Practice - Providers
- One Community Based Organization representative,
- One county government representative,
- One lab/radiology provider representative, and
- One University/academia representative.
- Critical Access Hospitals and Rural Providers

The remaining membership shall be determined through nominations made by the Advisory Council, with the goal of achieving a composition that best reflects the needs of the community.

Council Term Length & Limits
Council membership terms are two (2) years, provided Council member is a representative of a Contexture Participant that remains in good standing throughout the term. Members may

serve consecutive, or non-consecutive, terms with no limit. The Advisory Council will be established so that term lengths are staggered.

Council Meetings
The Council shall meet quarterly for approximately ninety (90) minutes or as needed. The frequency and length of meetings may be adjusted based on the business of the Council. Most meetings shall be virtual with the option of holding in-person meetings.

Council Members are requested to attend no fewer than 50% of scheduled meetings annually. Failure to attend 50% of meetings annually will result in a motion for removal, which will then be voted on by the Advisory Council. A simple majority vote will reflect the Advisory Council's decision. Council members that are the subject of the vote shall not participate in this voting process.

Executive Sponsor
The Council is led by Contexture's Senior Vice President of Colorado. The Executive Sponsor or their delegee is responsible for managing Council membership, including presentation of new member applications to the CEO and Contexture leadership team, distributing the agenda and supporting materials to the Council members in advance of meetings, and other logistics, such as recording the meetings and distributing meeting minutes.

Quorum
A majority of the number of Council members shall constitute a quorum for any meeting of the Council. Each Council member may vote on Council business, unless otherwise detailed in this charter document; members may not vote by proxy. If Council members are unable to attend a Council meeting, they may designate an alternate who will be allowed to participate in the meeting as a guest but will not be allowed to vote on any Council business. If quorum is not established, no official Advisory Council business will be conducted, but those in attendance may use the time to informally discuss any agenda items or relevant issues.

Approval Requirements
A majority of the Council members in attendance at a Council meeting at which a quorum is present shall be necessary for approval of any action or recommendation by the Council.