

Terms of Reference of the  
Violence and  
Injury Prevention Exchange Region (VIPER) 3 and 5

Mission: To promote well coordinated collaborative efforts, resource sharing and efficient exchange of information within VIPER 3 and 5.

Preamble

National data and statistics regarding injuries and violence in the United States illustrate a significant need for injury prevention and control. According to the Centers for Disease Control and Prevention, National Center for Injury Prevention and Control, 182,479 persons died from injuries, and 2,855,000 persons were hospitalized for an injury in 2007. In the same year, 29,757,000 persons were treated for nonfatal injuries in U.S. hospital emergency departments

In 2011 The Centers for Disease Control and Prevention established five Regional Network Leaders in injury prevention through a competitive process. Violence and Injury Prevention Exchange Region (VIPER) 3 and 5 is lead by the Maryland Department of Health and Mental Hygiene and includes the following states: Maryland, Virginia, W. Virginia, Delaware Pennsylvania, Washington D.C., Illinois, Indiana, Michigan, Minnesota, Ohio and Wisconsin. The purpose of the Regional Network Leader is to provide structured assistance to all states within the region, build capacity, increase competency, increase regional sharing of data and best practices, and increase research-practice collaboration to support and enhance sustainability of injury prevention programs.

To facilitate regional cooperation the VIPER 3 and 5 will create an organized structure which will define membership criteria and outline roles and responsibilities of participants. Toward that end, the members of the Strategic Advisory Board (SAB) of the VIPER have agreed to establish the Terms of Reference set forth below as an operating framework in which to implement the objectives supported by the SAB and outlined for VIPER 3 and 5 in the proposal submitted to the Centers for Disease Control and Prevention (CDC).

1. Vision and Goal

Vision – A region where people can live to their full potential

Goal – To provide structured assistance to all states within VIPER 3 to 5 to build capacity, share best practices and increase states' response to injury and violence across the region.

2. Objectives

- To strengthen national and regional coordination of injury and violence prevention efforts through information exchange and multisectoral cooperation.
- To advocate for additional resources for injury and violence prevention.

- To support assessment of the magnitude of injury and violence within states and the region and the type and breath of injury prevention initiatives within states in the region.
- To facilitate and support dissemination of best practices in injury and violence prevention.
- To promote State and regional capacity development on injury and violence prevention.

### 3. Structure

The SAB shall be comprised of state injury directors, Injury Control Research Center directors (designees), chairs of established Injury Community Planning Groups (ICPG) in the region and the president of the Midwest Injury Prevention Alliance. The SAB may create ad hoc committees or project groups as necessary. The SAB shall be chaired by the Principal Investigator for VIPER 3 and 5.

### 4. General Meetings

The SAB will meet monthly with ad hoc committees meeting as necessary.

The purpose of general meetings shall include:

- To serve as a forum for information exchange on progress, problems and challenges in relation to injury and violence prevention efforts in general and collaborative projects in particular.
- To review overall progress towards goals and objectives outlined in the Maryland Regional Network Leader proposal and CDC recommendations.
- To identify and plan for regional events and activities.
- Subject to section 3 above, the General Meeting will also be responsible for establishing ad hoc committees and Project Groups to address and advise the SAB.

### 5. Project Groups

- Project groups will be developed as needed, will be time limited and will work on specific issues as determined by the SAB.

### 6. Staff Support

Staff support for the SAB will be provided by the Maryland Department of Health and Mental Hygiene.

## 7. Regional and National Consultation

Injury and violence prevention is an issue of great concern for many different stakeholders in the region and nationally and there is a need for broad consultation and information sharing. Therefore, the SAB will work closely with the Midwest Injury Prevention Association (MIPA), seek opportunities to learn from and share with other CDC designated Regional Network Leaders (RNL) and attend annual meetings and collaborate with the Safe States Alliance.

## 8. Decision – Making Process

Each agency represented on the SAB shall have a single voting member. Decisions will be made by majority vote. The voting member must be present at a meeting if the matter being voted on regards that member's constituency.

## 9. Publications

Any publications resulting from this collaboration may be issued by individual partner agencies or jointly by multiple agencies and must be approved by the agency representative(s) of collaborating agencies prior to printing.

## 10. Amendments

These Terms of Reference may be modified by a majority vote of all participating organizations.