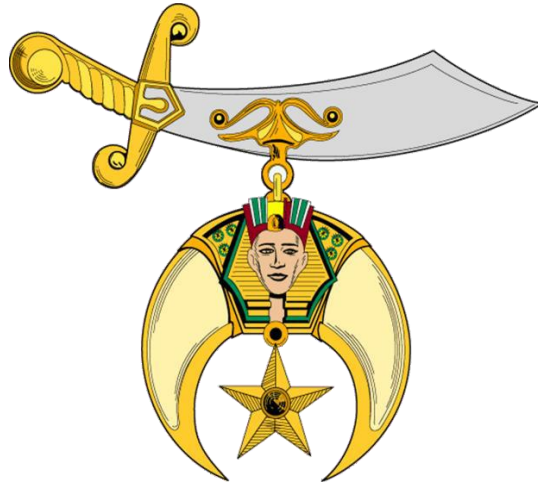


**A.E.A.O.N.M.S**

**NATIONAL COMMUNITY HEALTH INITIATIVE**



**Standard Operating Procedures  
2024**

## Background

According to the Centers for Disease Control and Prevention, African Americans live longer. The death rate for African Americans has declined by about 25% over 17 years, primarily for 65 years and older. Even with these improvements, new analysis shows that younger African Americans live with or die of many conditions typically found in Anglo Americans at older ages. The difference shows in African Americans in their twenties, thirties, and forties for diseases and causes of death. When diseases start early, they can lead to death earlier. Chronic diseases and some risk factors may be silent or not diagnosed during these early years. Health differences are often due to economic and social conditions that are more common among African Americans than whites.

Major health concerns facing African Americans include cardiovascular disease (heart attack, stroke, coronary artery disease), cancer, diabetes, Alzheimer's, HIV/AIDS, and Mental Health.

The Prince Hall Shriners (P.H.S.) has dedicated the past 24 years to promoting diabetes education, outreach, and research through its National Diabetes Initiative in collaboration with the American Diabetes Association (A.D.A.). Additionally, P.H.S. has contributed over one million dollars to the A.D.A. to support that effort.

While the support of diabetes education and research has now become the brand of P.H.S., there is a great need and opportunity to expand its social footprint to include other health concerns that disproportionately impact the African American community. The transition of the National Diabetes Initiative into the **National Community Health Initiative (N.C.H.I.)** will enable the P.H.S. to continue reducing the burden of diabetes and diversify its efforts and resources to address other health concerns that impact the African American community.

## Mission Statement

The mission of the PHS NCHI is to reduce key health disparities that impact African Americans. Additionally, the N.C.H.I. aims to improve the lives of members of the A.E.A.O.N.M.S. family and the communities in which we are members through health promotion, outreach, and advocacy.

## Framework

The N.C.H.I. aims to improve the lives of members of the A.E.A.O.N.M.S. family and the communities in which we are members through the financial support of research and national outreach efforts in the following areas of focus:

- (1) Cardiovascular Disease
- (2) Cancer
- (3) Diabetes
- (4) Alzheimer's Disease
- (5) Mental Health
- (6) HIV/AIDS
- (7) COVID-19
- (8) Sickle Cell Anemia/Blood Disorders
- (9) Violence and Domestic Violence Prevention

## Program Coordination

The N.C.H.I. is administered under the Committee's direction, as authorized by the Book of Laws of the A.E.A.O.N.M.S., Inc. The Committee is headed by a Chairperson (Imperial Director) and Committee members (Imperial Deputies) whose professional backgrounds ensure that the mandate of the Committee is fulfilled with the utmost efficiency and timeliness. The Committee works under the direction of the A.E.A.O.N.M.S. Divan and the Imperial Potentate. An Imperial Divan officer serves as the Committee's administrator.

The Committee membership changes periodically as needed and is multi-disciplinary, consisting of multiple professional members from diverse professional backgrounds. The Committee also includes volunteers and supporters who are vital to the operations of this department. The members of the 2023-2024 N.C.H.I. The Committee consists of the following:

**Dr. Bertram Thomas Jr., MPH, PP #242**  
**Imperial Director**

**Honorable Eric R. Myers (Ret.)**  
**45<sup>th</sup> Imperial Potentate/Administrator**

**Larrie Jones, PP #12**

<<<< Chief Deputy Directors >>>>

**Rosalie Powell, HPIC #2**

Gerard McShepard, PP#7

Benny Tucker, PP #12

Douglas Curry, PP #120

Danny Horton, PP #8

Terri Holland-Hill, PC #65

Dt. Dr. Vanessa Wade, #134

Dt. Ardra Caldwell, #219

Dt. Cassandra Duff, HPIC #11

Ruth McNair, PC #25

Dt. Dr. Yolanda Gilbert #123

## **N.C.H.I. Committee Meetings**

The N.C.H.I. Committee meets on the second Sunday of each month. Robert's Rule of Order governs each meeting. The meeting agenda and minutes from the previous meeting are emailed to committee members the week before the virtual meeting.

## **N.C.H.I. Annual Reporting**

The N.C.H.I. The Imperial Director shall present the N.C.H.I. annual report to the Imperial Council during the annual Imperial Session and submit an electronic copy to the Office of the Imperial Recorder by the last official day of the Imperial Session.

## **N.C.H.I. Activities During the Imperial Session**

The N.C.H.I. Committee shall coordinate the annual "Oliver and Martha Washington Memorial Walk" each year during the Imperial Session. The Walk shall be scheduled on Saturday morning preceding the official opening of the Imperial Council Session. In addition to the annual walk, the N.C.H.I. Committee will host an annual workshop for all N.C.H.I. Representatives and Coordinators. All temple and court Representatives, as well as Desert Coordinators, are required to attend. Temples and courts can send an alternate member if the representative or coordinator cannot participate in the workshop.

## How N.C.H.I. Works

### Desert Administrative Guidelines

- Each Deputy of and for the Desert is **REQUIRED** to register their Desert on the N.C.H.I. Website and ensure that the contact information is accurate and current.
- The Deputy of and for the Desert are **REQUIRED** to appoint a Desert N.C.H.I. Coordinator and inform the Deputy Imperial Potentate and Director of the N.C.H.I. Committee of the appointment by **December 31st** of each year. There shall be one N.C.H.I. Coordinator for the temples and one N.C.H.I. Coordinator for the courts.
- The Desert N.C.H.I. Coordinators must implement and oversee the Desert's N.C.H.I. activities within the Desert and ensure that Temples and Courts comply. The Desert N.C.H.I. Coordinators will also serve as a liaison between the Imperial N.C.H.I. Committee and the Temples and Courts within their respective Deserts.
- The Desert N.C.H.I. Coordinator is the sole administrator of the Desert's N.C.H.I. activities, including fundraising for the Desert, organizing the Desert N.C.H.I. walk activities (if appropriate), and is responsible for implementing and managing the same.
- The Desert N.C.H.I. Coordinator is also responsible for organizing and implementing additional programs or projects requested by the Imperial N.C.H.I. Committee for various special events or occasions.

#### **N.C.H.I. Desert Data Form**

- Deputies of/for the Deserts, Desert N.C.H.I. Coordinators and Temple/Court Representatives are encouraged to complete or update the online Desert Data Form. The N.C.H.I. Desert Data Form can be found on the N.C.H.I. website at [N.C.H.I. Registration Form \(jotform.com\)](https://www.jotform.com) or (<https://forms.aeonms.org/31833218922150>)

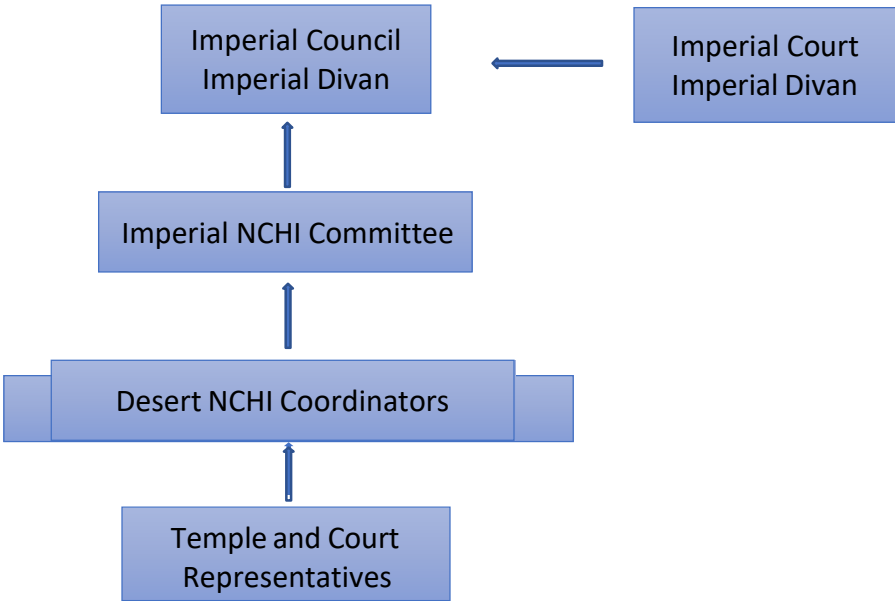
### Temple and Court Administrative Guidelines

- Each Illustrious Potentate and Commandress is **REQUIRED** to appoint a Temple or Court N.C.H.I. Representative and inform their respective Deputy of or for the Oasis and the Deputy of or for the Desert of the appointment by **December 31st** of each year.
- The Temple or Court N.C.H.I. Representative is the sole administrator of and responsible for all Temple or Court N.C.H.I. activities, including fundraising, organizing, and implementing the annual N.C.H.I. Walk and related activities.
- Each Temple or Court N.C.H.I. Representatives and Desert Coordinators must attend the training call meeting in March each year. During the annual Imperial Session, the Temple, Court representatives, and Desert Coordinators must also participate in the N.C.H.I. Workshop hosted by the Imperial N.C.H.I. Committee.

- The Temple or Court Representative is responsible for contacting their local American Diabetes Association Chapter to create a working relationship. Additionally, the representatives are encouraged to establish relationships with local health organizations such as the American Heart Association, American Cancer Association, etc.
- Each Temple or Court N.C.H.I. Representatives must host an annual N.C.H.I. Walk/Run. It is suggested that this event be a joint event to encourage a stronger relationship between the temples and courts, but temples and courts can have separate events. Many temples and courts have this walk/run the Saturday before the first Sunday in June, which is our National Jubilee Day observance, but it is permissible to have this event any day before July 15<sup>th</sup>.
- The Temple or Court N.C.H.I. Representative is also responsible for organizing and implementing additional programs or projects requested by the Desert N.C.H.I. Coordinator for various special events or occasions.
- The monetary amount specified by the Imperial Council as the required annual donation for the N.C.H.I. is due before or on July 15<sup>th</sup> of each year.
- It is strongly recommended that the Temples and Courts establish a Temple and Court Email address (owned or confirmed by the Temple/Court) versus using personal or company email addresses for the N.C.H.I. Representatives. This will alleviate the invalid email addresses due to a Noble or Daughter no longer serving in that capacity. This pertains to the respective Desert N.C.H.I. Noble and Daughter Coordinators also.

**Reporting Structure**

This diagram depicts the proper reporting structure for the N.C.H.I. Committee, Deputies of and Desert, N.C.H.I. Coordinators, and N.C.H.I. Representatives.



## Monthly Reporting Requirements

Reporting will be facilitated through the N.C.H.I. National Reporting System. Reporting will be enabled through N.C.H.I. National Reporting System. Each Temple and Court must submit monthly reports documenting their activities during the month. **To confirm the previous month's activities, Temple and Court N.C.H.I. Representatives must submit monthly information on N.C.H.I. activities on or before the 5th of each month.** Monthly reports should be submitted online using the link below. The link is also available on the N.C.H.I. website [A.E.A.O.N.M.S. National Community Health Initiative \(aeaonms-nchi.blogspot.com\)](http://A.E.A.O.N.M.S. National Community Health Initiative (aeaonms-nchi.blogspot.com)), or the information can be submitted directly using the Reporting Link below:

### Direct N.C.H.I. Monthly Report Link

<https://forms.aeonms.org/203134157754150>

## Monthly Health Observances

**January-** Cervical Cancer Awareness and Glaucoma Awareness Month

**February-** American Heart Month (cardiovascular disease) and Black HIV/AIDS Day (February 7<sup>th</sup>).

**March-** National Developmental Disability Month, Brain Injury Awareness Month, Hemophilia Awareness Month, Colorectal Cancer Month, National Kidney Month,

**April-** National Minority Health Month, National Autism Awareness Month, National Parkinson's Awareness Month, Sexual Assault Awareness and Prevention Month, S.T.I. Awareness month, Testicular Cancer Awareness month, and stress awareness month.

**May-** Mental Health Awareness Month, Older Americans Awareness Month, Lupus Awareness Month, Hepatitis Awareness Month, National Stroke Awareness Month

**June-** National HIV/AIDS Testing Day on June 27<sup>th</sup>, Men's Health Month, and National Safety Month

**July-** Cord Blood Awareness month and Juvenile arthritis awareness month.

**August-** National Immunization Awareness Month, National Breastfeeding Awareness Month,

**September-** Prostate Cancer Awareness Month, World Alzheimer's Month, Sexual Awareness Month, Sepsis Awareness Month, Ovarian Cancer Awareness Month, Sickle Cell Awareness Month, Healthy Aging Month, Blood Cancer Awareness Month

**October-** Breast Cancer Awareness Month, Domestic Violence Awareness Month, National A.D.H.D. Awareness Month, National Dental Hygiene Awareness Month

**November-** American Diabetes Awareness Month (A.E.A.O.N.M.S. Diabetes Sunday- Second Sunday of November), Alzheimer's Disease and Dementia Awareness Month, Bladder Health Awareness Month, Lung Cancer Awareness Month, and National Epilepsy Awareness Month

**December-** HIV/AIDS Awareness month (World Aids Day - December 1<sup>st</sup>), Flu vaccine Awareness