

Women for Wellness

GUIDELINES & PROCEDURES

Sponsored by

Providence Redwood Memorial Foundation and
Providence St. Joseph Hospital Foundation

Mission Statement: Women for Wellness brings together individuals committed to investing in our community's health and well-being through philanthropy, education, and leadership.

Vision Statement: To be known for passionately supporting the quality and availability of healthcare to all those served by Providence Redwood Memorial and St. Joseph Eureka Hospitals.

Official Structure: Women for Wellness (W4W) is a philanthropic giving circle created by Providence Redwood Memorial Foundation (RMF) and Providence St. Joseph Eureka Hospital Foundation (SJEHF). Through collective giving, Women for Wellness members support strategic investments that enhance patient care and the patient experience across our local Providence hospitals. Together, the W4W Steering Committee and Foundation staff create opportunities for members to learn about community healthcare needs, connect with one another, and experience the impact of collective philanthropy.

Business Office: The principal business office is SJEHF. Note: Funds will be distributed to both Providence Redwood Memorial Hospital and St. Joseph Eureka Hospital as voted on by the W4W membership.

Reporting Obligations/Audits: Foundation Boards and staff are responsible for any government filing, licensing, and reporting responsibilities and requirements.

W4W Membership:

General: Membership in W4W is open to all individuals who are interested in supporting health care in Humboldt County.

Membership Fee: The current tax deductible "Annual Membership Donation" of \$1,000 will be due on or before September 30th of each year.

Voting Privileges: All members who have made their annual contribution for the current year, shall have the right to participate and vote on the current annual selection of funding options.

Calendar Year: W4W will operate on January 1 to December 31 calendar year.

Receipt of Initial Funds: Until the annual projects are selected, funds must be donated to Providence St. Joseph Hospital Foundation, marked as “restricted to W4W” without further restriction, i.e., for the generic purpose of supporting health care at Providence Redwood Memorial Hospital and Providence St. Joseph Hospital.

W4W Steering Committee:

The Steering Committee is responsible for:

- Membership recruitment
- Development and coordination of programs, meetings and mentoring
- Liaison to RMH and SJEHF Boards of Directors
- Attendance of Steering Committee meetings and W4W events
- Support for volunteer events and activities
- Review funding opportunities presented by hospital leadership and recommend those to be brought forward for consideration by the Women for Wellness membership.

Appointment: Potential Steering Committee members are proposed by the current Steering Committee and require a majority vote for approval.

Composition: The Steering Committee will be made up of no less than 10 and no more than 16 members, which includes at least one board member from each foundation.

Selection of Chair: The Steering Committee will nominate a member of the Steering Committee to serve a two-year term as Chair.

Chair Responsibilities: The Chair will reside over *W4W* events, and work closely with Foundation staff with a focus on the positive engagement of the group, assuring that the events are beneficial to the members.

Terms: The Steering Committee members will serve a minimum two-year term. Terms will start in January each year. Past Steering Committee members may be invited to return after a one-year hiatus – however, the goal is to have *W4W* leadership consistently recruiting and benefiting from the ideas and energy of new members.

Vacancies: The Steering Committee will maintain the minimum number of committee members required.

Meetings: Committee members will attend meetings on the second Thursday of each month. Any changes to the regular meeting schedule may be made by consensus of the committee and communicated to all members.

W4W Events

Meetings, educational programs, social gatherings, and membership engagement activities will be planned collaboratively by the Steering Committee and Foundation staff.

The Steering Committee will:

- Support the mission of Women for Wellness through member engagement, education, and recruitment activities.
- Provide input on educational programs, events, and opportunities that enhance members' understanding of healthcare needs in our community.
- Serve as ambassadors for Women for Wellness and help foster participation and connection among members.
- Partner with Foundation staff to communicate the impact of Women for Wellness philanthropy and collective giving.
- Review funding opportunities presented by hospital leadership and recommend those to be brought forward for consideration by the Women for Wellness membership.

Selection of Funding Opportunities

Hospital leadership, in collaboration with department leaders, will determine priority funding opportunities based on organizational needs, strategic priorities, and opportunities to enhance patient care and the patient experience. Funding opportunities will be developed in alignment with the amount of funding available through Women for Wellness.

Hospital leadership will present a selection of approved funding opportunities to the Women for Wellness Steering Committee for review and consideration. The Steering Committee will recommend the funding opportunities to be presented to the membership.

At the Annual Business Meeting, representatives from the selected departments and/or hospital leadership will present the funding opportunities, describe the anticipated impact on patient care and the patient experience, and answer member questions. Eligible Women for Wellness members will have the opportunity to vote on the funding opportunities in accordance with the Voting Process outlined below.

Voting Process

Women for Wellness members will receive information regarding the funding opportunities presented at the Annual Business Meeting, including the intended impact on patient care, the patient experience, and community health.

Eligible Women for Wellness members will be provided an opportunity to vote on the funding opportunities through a process determined by the Foundation. Voting instructions and deadlines will be communicated to members in advance.

Created on January 29, 2020 – Updated, January 7, 2026. Updated August 20, 2026.

Votes will be counted by Foundation staff. The funding opportunity receiving the greatest member support will be recommended for funding by Women for Wellness, subject to available funds and organizational feasibility.

Announcement of Programs, Projects or Capital Purchases selected:

Following member voting, the selected funding opportunity will be communicated to the Foundation Boards and hospital leadership.

The Women for Wellness Steering Committee Chair and/or Foundation staff will announce the selected funding opportunity to members and provide updates regarding the impact of their collective investment.

Miscellaneous Provisions:

If a selected funding opportunity is no longer feasible, available, or appropriate for funding, the Foundation and hospital leadership may redirect Women for Wellness funds to an alternative funding opportunity that aligns with organizational priorities and the intent of the Women for Wellness membership vote.

When practical, Women for Wellness funds may be redirected to the funding opportunity receiving the next-highest level of member support, or to another leadership-approved funding opportunity that best meets current organizational needs.

Definitions:

In these Procedures & Guidelines, the following names and words shall be defined to mean:

- W4W” refers to the Women for Wellness philanthropic giving circle at Providence Redwood Memorial and St. Joseph Hospital Foundations.
- “The Board” (or the “Foundation Board”) signifies that Boards of Directors of both Providence Redwood Memorial Foundation and Providence St. Joseph Hospital Foundation.
- “The Foundation(s)” is Providence Redwood Memorial and Providence St. Joseph Eureka Hospital Foundations.
- “The Hospitals” are Providence Redwood Memorial Hospital in Fortuna, California and Providence St. Joseph Eureka Hospital in Eureka, California.
- “W4W Funding Opportunities” refers to the leadership-approved funding opportunities presented to the W4W Membership for consideration and voting.