



**Work Plan 2019-2020**

**Goal #1: Build awareness of the Council’s roles and responsibilities to the public.**

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
To build awareness of the David Thompson Health Advisory Council (DTHAC)	<ul style="list-style-type: none"> <li>advise community engagement to add resources to the AHS website such as the one pager and map.</li> <li>Work with community engagement to determine a method for feedback such as feedback postcards.</li> </ul>	<p>AHS Communications</p> <p>Council Members</p>	March 2020	20 people attend general DTHAC meetings.
<p>To make a connection with local municipal governments within the Council area to outline our role and gather feedback and/or questions related to health and health services (to be used in planning a Municipal Forum).</p> <ul style="list-style-type: none"> <li>Alberta Urban Municipalities Association (AUMA) and Rural Municipalities of Alberta (RMA).</li> <li>Central Zone Primary Care Networks (PCN).</li> </ul>	<p>Members will:</p> <ul style="list-style-type: none"> <li>attend the Central Zone Mayors and Reeves Meeting for formal and informal interaction;</li> <li>contact municipalities in their respective communities / areas to offer presentations or discussions at their Council meetings with the goal to raise awareness of DTHAC roles;</li> <li>invite elected leaders to regular DTHAC meetings and gather feedback / questions / issues;</li> </ul>	<p>Council Members</p> <p>Advisory Coordinator</p>	March 2020	<p>Record attendance at municipal meetings.</p> <p>Record feedback gathered at municipal meetings.</p> <p>Record attendance of municipal leaders at DTHAC meetings.</p> <p>Provide written responses from AHS to municipalities as appropriate.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	<ul style="list-style-type: none"> <li>bring feedback from elected officials to AHS for response where appropriate / necessary</li> <li>Appointed Council Member attends CenZ PCN Committee.</li> </ul>			
<p>To hold a Municipal leadership Forum jointly planned with Zone Leadership focusing on the feedback from the municipality interactions.</p> <p>To provide input into Central Zone Healthcare Plan and the AHS Health and Business Plan objectives and initiatives.</p>	<ul style="list-style-type: none"> <li>Date planned - June 20, 2019 , 11-4 pm</li> <li>Provide a warm meal</li> <li>Invite only event</li> <li>Media invited</li> <li>Create opportunity to mingle and participate in engagement activities hosted by AHS to represent the community voice.</li> </ul>	<p>Council Members Carol Tkach Sandra Beaudoin Sandy Doze Gerry Greschner Janice Lockhart</p> <p>Advisory Coordinator</p> <p>AHS Communications and Leadership</p>	June 20, 2019	<p>Evaluations show that 80% of participants found the forum a good use of their time and they had a chance to provide feedback.</p> <p>Evaluations from Zone Leadership show that 80% felt forum was useful in building relationships and was effective in sharing AHS Health Plan and Business Plan and Zone plan.</p>

**Goal #2: Gather community input, validate it and provide challenges and opportunities in your Council area to the AHS local leadership and AHS Board.**

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
To host an interactive information session on Addiction and Mental Health Services jointly with AHS and targeted community members across Central Zone to increase knowledge of services.	<p>Develop agenda jointly</p> <ul style="list-style-type: none"> <li>AHS, PCN, advocate groups</li> <li>topics to present on: travel to services, how to navigate, different service levels.</li> <li>Focus on encouraging high risk populations to attend based on advice of AHS Addiction &amp; Mental Health staff.</li> </ul>	<p>Planning Committee: Sandra Beaudoin Gerry Johnston Marie Cornelson Deryl Comeau</p> <p>AHS Communications and Leadership</p> <p>Advisory Coordinator</p>	Fall 2019 - September	<p>Number of public attendees in the Council geographic area are tracked.</p> <p>Satisfaction evaluations shows 80% satisfied.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	<p>Summary of questions / community priorities / feedback circulated to attendees.</p> <p>Arrange room and telehealth video conferencing sites ( same sites as before; adding Hanna and Sundre)</p> <p>Public event with specific invitees</p> <p>Record the presentation or make it a webinar so that presentation can be stored on HAC webpage and available to be viewed later.</p>			
<p>To hold an interactive information session on continuing care services including the AHS “Enhancing Care in the Community” initiatives jointly with AHS and Council members and community members across Central Zone to increase knowledge of services.</p>	<p>Agenda to focus on how Continuing Care is being developed and utilized. Presentation also includes:</p> <ul style="list-style-type: none"> <li>• navigate through system, communications, homecare / patient centred, palliative)</li> </ul> <p>Arrange room and telehealth video conferencing sites (same as before and Stettler)</p> <p>Summary of questions / community priorities / feedback circulated to attendees.</p> <p>Public event with specific invitees</p>	<p>Planning Committee: Carole Tkach Faith Pilgrim Gerry Greschner</p> <p>AHS Zone Leadership and Communications</p> <p>Advisory Coordinator</p>	<p>Fall 2019 - October</p>	<p>Track number of public and geographic area of those who attended.</p> <p>Satisfaction evaluations shows 80% satisfied.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	Record the presentation or make it a webinar so that presentation can be stored on HAC webpage and available to be viewed later			
<p>To connect regularly with AHS Zone Leadership and the YEHAC to support information sharing in an ongoing and formal way to ensure there is continuous real time feedback on local programs and services.</p> <p>To explore opportunities for HAC members to participate on Zone committees relevant to the HAC work plan</p>	Monthly meetings with Chief Zone Officer and various Zone leadership.	<p>DTHAC, YEHAC Chair</p> <p>Advisory Coordinator</p> <p>AHS Community Engagement</p>	Ongoing	<p>The Chair provides a report of the monthly meeting at each Council meeting.</p> <p>Council participants on Zone committees are tracked.</p>

**Goal #3: Provide opportunities for AHS to work with Councils to share information about AHS healthcare programs and services with communities.**

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
To partner with the zone and engage the public in discussions about the Council and AHS and Zone current objectives and initiatives.	<p>Determine appropriate events across the Council area for the members to attend and develop a three-year plan to reach all of the communities in the Council area.</p> <p>Partner with AHS leadership</p> <p>Obtain booth materials.</p> <p>Develop discussion format to solicit input as well as inform on</p>	<p>Council Members</p> <p>AHS Zone Leadership and Communications</p> <p>Advisory Coordinator</p>	Fiscal years 2019 and 2020	<p>Two events are hosted during the fiscal year</p> <p>Use a survey to track numbers providing feedback at events.</p> <p>A summary of feedback received is developed and shared with zone.</p> <p>Zone initiatives are profiled.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	Council roles and responsibilities and work plan			
To increase public attendance at Council meetings through local invites to groups who might have an interest in the scheduled presentations	Develop an annual Council meeting calendar that identifies the presentations for each meeting	Council Members Advisory Coordinator	A presentation is at each meeting during the year for 2019-20	20 members of the public attend meetings in the 2018/19 year.
To actively participate in the implementation phase of the Zone Healthcare Plan in collaboration with Zone Leadership and Community Engagement.	Process to be identified through interactions with Zone Leadership and Community Engagement to identify a meaningful role for HAC members.	Council Members AHS Zone Leadership and Communications Advisory Coordinator	2019 and ongoing	Number of participants from Council is tracked.  % of members who felt participation in the process was meaningful is tracked.  % of AHS executive leadership team that felt our participation was helpful is tracked.

**Goal #4: Provide input to AHS healthcare programs, services or emerging initiatives.**

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
To participate in Zone Operational Plan development before implementation	<ul style="list-style-type: none"> <li>participate in sessions with Planning and Performance</li> <li>having a two way relationship</li> </ul>	AHS Communications and Zone Leadership Advisory Coordinator Council Members	March 2020	The number of sessions that Council participates in is tracked.
To respond to requests for input from AHS or Zone Leadership on programs/services or emerging issues (i.e. Connect Care, cannabis legislation, mental health).	<ul style="list-style-type: none"> <li>participate on Connect Care planning sessions.</li> <li>attend local information sessions on Cannabis legislation and local health).</li> </ul>	Advisory Coordinator Council Members	2018 - 2021	The number of opportunities for input is tracked. Input provided is tracked.

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	municipal events around this topic.			AHS provides a report back of how input is used.
To identify and record Council members participation on AHS initiatives, committees and links to Zone community organizations ensuring reports from involvement is shared with HAC to facilitate informed communication	<ul style="list-style-type: none"> <li>• have a list of membership Council members are part of.</li> <li>• memberships provincially include membership on; Connect Care Patient Advisory Groups, Cancer Care Patient Advisory Group, Integrated Housing and Health Services Strategic Plan. Zone PCN Committee HAC members on local RhPAP, and Involvement in Local Zone Medical Advisory Forums, Foundation Membership etc.</li> </ul>	Council Members Advisory Coordinator	Full list to be developed by Dec 2019 and updated quarterly	Council member participation on committees is recorded.  Links to Zone community organization is recorded.  Member shares updates at HAC meetings.