

## **Palliser Triangle Health Advisory Council Work Plan 2010 – 2011**

### **Status:**

The Work Plan has been reviewed by John Lehnert, Member, Alberta Health Services Board and Kenneth Sauer, Chair, Palliser Triangle Health Advisory Council on Friday, October 22, 2010. Suggested amendments will be reviewed and approved at the next Health Advisory Council meeting on Monday, November 22, 2010.

### **Purpose of the Work Plan:**

The Work Plan allows each council the opportunity to describe the work to be undertaken for each year and ensure adequate resources are made available to support their efforts. Each council will develop a Work Plan to be submitted to the Health Advisory Committee of the Board at the beginning of the fiscal year that shall include the goals and strategies to meet those goals, as determined by the council, and include proposals for formal consultations and engagement activities with communities. This allows the Alberta Health Services Board to ensure support for the work of the councils and anticipate needs and expectations each year.

The process for these Work Plans is out of sync with the planning cycle in this initial year of council existence. In many cases councils have considered the work they have already done and placed it on the Work Plan and this will be reported as completed activity in their 2010/2011 Annual Report. Plans for 2011/2012 may be included in this Work Plan but councils will not undertake this work until that time.

We have asked each council to consider three goals when creating their Work Plans.

### **Roles and Functions of Health Advisory Councils – to act in an advisory capacity to Alberta Health Services.**

- A) Engage the public, gather information and provide the public input with respect to health, health needs and health services in the area
- B) Provide feedback and advice to Alberta Health Services on what is working well and areas for improvement regarding;
  - i) the health care system and services, issues, needs and priorities, access, promotion of health and any other matters requested by Alberta Health Services
  - ii) strategies to further engage the community on health care delivery, and
  - ii) consider information provided by Alberta Health Services, and identify issues and trends from a local perspective
- C) Promote and participate in activities that enhance the health of residents

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<b>GOAL A. ENGAGE THE PUBLIC</b>					
<b>STRATEGY</b>	<b>ACTIONS REQUIRED TO ACHIEVE (HOW)</b>	<b>SUPPORT/RESOURCE REQUIRED</b>	<b>RESPONSIBILITY (WHO)</b>	<b>TIMELINE</b>	<b>OUTCOME (How to determine if successful)</b>
1. <b>Gather feedback from the public throughout the Council area</b>	<ul style="list-style-type: none"> <li>Hold public consultation meetings in Medicine Hat, Redcliff, Bassano, Brooks, Bow Island, Foremost and Oyen.</li> </ul>	<ul style="list-style-type: none"> <li>Health Advisory Council maps and information sheets to hand out.</li> <li>Venues.</li> <li>Funding to Support Advertisements.</li> <li>Funds for venues, refreshments, communications, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Chairman and Health Advisory Council members from Medicine Hat and Redcliff.</li> <li>Vice Chair and members from Bassano and Brooks.</li> <li>Chair and local members from Seven Persons, Bow Island, Foremost and Oyen to be in attendance.</li> </ul>	Medicine Hat and Redcliff – April 2010. Bassano and Brooks – May 2010. Bow Island September 2010. Foremost and Oyen – Spring – 2011.	<ul style="list-style-type: none"> <li>Public aware of Council role and how to access members.</li> <li>Positive results received.</li> <li>Good feedback provided.</li> <li>Issues of concern, raised with potential solutions offered.</li> <li>Public concerns and ideas documented.</li> <li>Document response to Council events.</li> <li>Document community consultation feedback on Council webpage.</li> </ul>

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<b>A. ENGAGE THE PUBLIC</b>					
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<b>2. Create a Communication Plan</b>	<ul style="list-style-type: none"> <li>Form a Communications subcommittee.</li> <li>Develop a Plan.</li> <li>Distribute Council information to key community contacts.</li> <li>Invite public to present at Council meetings.</li> <li>Inform public about Request to Present process.</li> </ul>	<ul style="list-style-type: none"> <li>Council one-pager info sheet, brochure, business cards, active Council web page.</li> <li>Forms available for public access on the AHS website.</li> </ul>	<ul style="list-style-type: none"> <li>Communications Subcommittee.</li> <li>Community Engagement Department.</li> </ul>	May 2010.	<ul style="list-style-type: none"> <li>Public aware of Council and how to access.</li> <li>Bi- annual public survey.</li> <li>Report number and type of presentations at Council meetings from April 2010 – March 2011.</li> </ul>
<b>3. Participate in Alberta Health Act Public Consultation</b>	<ul style="list-style-type: none"> <li>Create invitations lists.</li> <li>Host two meetings.</li> </ul>	<ul style="list-style-type: none"> <li>Health Advisory Council maps and information sheets.</li> </ul>	<ul style="list-style-type: none"> <li>Alberta Health Services, Council members, partner with Fred Horne, MLA.</li> </ul>	June 2010.	<ul style="list-style-type: none"> <li>Two meetings held.</li> <li>Public input obtained for proposed Health Act.</li> </ul>

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<b>GOAL B. PROVIDE FEEDBACK AND ADVICE TO ALBERTA HEALTH SERVICES</b>					
<b>STRATEGY</b>	<b>ACTIONS REQUIRED TO ACHIEVE (HOW)</b>	<b>SUPPORT/RESOURCE REQUIRED</b>	<b>RESPONSIBILITY (WHO)</b>	<b>TIMELINE</b>	<b>OUTCOME (How to determine if successful)</b>
<b>1. Report on Public Consultations</b>	<ul style="list-style-type: none"> <li>Summarize issues raised and potential solutions at above public meetings.</li> <li>Forwarded to Ken Hughes, Chair, Alberta Health Services in a Briefing Note.</li> </ul>	<ul style="list-style-type: none"> <li>Documentation complete.</li> <li>Liaison to Board.</li> </ul>	<ul style="list-style-type: none"> <li>Chair forwarded material after a unanimous motion by Health Advisory Council 11 Council indicating it reflected the real issues raised.</li> </ul>	<ul style="list-style-type: none"> <li>Health Advisory Council 11 Meeting held in Brooks, June 21<sup>st</sup>, 2010 followed by mailing of the package three days later.</li> </ul>	<ul style="list-style-type: none"> <li>Respond to issues raised by community.</li> </ul>
<b>2. Consider Public Presentations at Council Meetings</b>	<ul style="list-style-type: none"> <li>Listen to Presentations to the Health Advisory Council 11 Council.</li> <li>Discuss action to recommend.</li> <li>Detox Centre proposal/ endorsement forwarded to Ken Hughes, Chair, Alberta Health Services.</li> </ul>	<ul style="list-style-type: none"> <li>Presentation document provided by presenters.</li> <li>Covering letter to Ken Hughes, Chair, Alberta Health Services.</li> </ul>	<ul style="list-style-type: none"> <li>Chair.</li> <li>Community Engagement Officer.</li> </ul>	<ul style="list-style-type: none"> <li>Health Advisory Council 11 met June 21<sup>st</sup>, 2010 in Brooks.</li> <li>Covering letter of endorsement for the establishment of a Detox Centre in Southeastern Alberta sent in June 2010.</li> </ul>	<ul style="list-style-type: none"> <li>Update from Grant Walker indicated that there has been action at the regional level.</li> <li>Consider including the above information in Annual Report vs. in the Work Plan.</li> </ul>

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<b>3. Consider Alberta Health Services Topics brought to Council</b>	<ul style="list-style-type: none"> <li>• Discuss public perceptions and ideas at Council meetings.</li> <li>• Participate in Special Events i.e. Primary Care Forum.</li> </ul>	<ul style="list-style-type: none"> <li>• Background information on topics, and presentations by Alberta Health Services experts.</li> <li>• Funds for travel and accommodation.</li> </ul>	<ul style="list-style-type: none"> <li>• Council members, Alberta Health Services staff.</li> </ul>	April 2010 to March 2011.	<ul style="list-style-type: none"> <li>• Provide input into Alberta Health Services planning initiatives.</li> </ul>

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<b>GOAL</b>					
<b>C. PROMOTE AND PARTICIPATE IN ACTIVITIES THAT ENHANCE THE HEALTH OF RESIDENTS</b>					
<b>STRATEGY</b>	<b>ACTIONS REQUIRED TO ACHIEVE (HOW)</b>	<b>SUPPORT/RESOURCE REQUIRED</b>	<b>RESPONSIBILITY (WHO)</b>	<b>TIMELINE</b>	<b>OUTCOME (How to determine if successful)</b>
<b>1. Clarify Health Information in the Council Area Communities</b>	<ul style="list-style-type: none"> <li>Implement a tool to:               <ul style="list-style-type: none"> <li>share health information i.e. Clarify myths or misinformation, etc.</li> <li>educate public on key public health topics.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Public Service Announcement.</li> <li>Communications tools and links –within Alberta Health Services and community based.</li> <li>Other Mechanisms to be determined.</li> </ul>			