

DRAFT Work Plan 2018 2019

Goal #1: Build awareness of the council's roles and responsibilities to the public.

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Build the profile of the Health Advisory Council (HAC) within local communities, public, healthcare professionals and relevant key stakeholders.	<p>Council to present to service groups such as FCSS, rotary, chamber of commerce, municipal governments, et al about the HAC.</p> <p>Partner with South Zone senior leadership when engaging in communities.</p> <p>Share Advisory Council brochures.</p> <p>Partner with AHS communications to develop information/articles in Apple magazine and other local news media (Bridge, Herald, Mable's Seen and Heard column, Prairie Post – Picture Butte - Shopper)</p>	<p>Council Members:</p> <p>Advisory Council Coordinator</p> <p>South Zone Leadership</p> <p>AHS Communications</p>	<p>Minimum of three groups by March 31, 2019</p> <p>Ongoing</p> <p>Ongoing</p> <p>Minimum of two articles by March 31, 2019</p>	<p>Five presentations made to local organizations.</p> <p>10 questions posed to the HAC about their role and responses provided.</p> <p>Four news media articles written about the health advisory council.</p> <p>Four applications received for the council.</p> <p>60 digital hits on the website.</p> <p>Four meetings shared on Facebook.</p>
Increase council's awareness and understanding of its roles and responsibilities.	Chairs will participate in a facilitated session about building an understanding of the role of Advisory Councils at Council of Chairs meetings.	<p>Council Members: Brad Gillespie</p> <p>All members</p>	<p>Within one year</p> <p>Upon next scheduled HAC meeting</p>	<p>Chair shares role documentation with council.</p> <p>Annual satisfaction survey of members indicates increased understanding and comfort within their role.</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
Increase members' awareness of community issues and concerns related to healthcare.	<p>"Listening" tours – members to connect with various organizations, gathering input and sharing with AHS</p> <p>Networking with various organizations will include Indigenous communities (to partner with and provide education)</p> <p>Partner with AHS community engagement / communications to develop a survey to disseminate in local communities to ask about top health concerns, gaps and opportunities. Plan information session according to concerns, gaps, and opportunities identified</p>	<p>Council Members:</p> <p>Advisory Council Coordinator</p> <p>AHS CE/Communications</p>	<p>Sept. 30, 2018; March 31, 2019</p> <p>By Jan. 31, 2019</p>	<p>Members connect with three organizations in the fall and three organizations in the spring.</p> <p>Members have a database of organizations they've connected with and issues/concerns identified (tracked in minutes).</p> <p>Survey results tracked (followed up completed) Engagement event (info session) planned according to results.</p>
Establish and maintain lines of communication within communities.	<p>Identify primary stakeholder groups within local communities</p> <p>Develop a meeting summary to share with stakeholders</p> <p>Invite stakeholders to local HAC meetings</p>	<p>Council Coordinator and Council</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Bi-monthly</p>	<p>10 new stakeholder groups are added to a list.</p> <p>Five meeting summaries are shared with stakeholders by council members.</p> <p>Invitations are sent to the stakeholders to attend five meetings.</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
Increase knowledge, awareness, and understanding of services and programs in the region.	<p>Tour healthcare centres</p> <p>Presentation by AHS staff (and, at times, external content experts) at regular meetings on areas four council to learn more about (clinicians, unit leaders, specific programs)</p> <p>Attend mental health week at University of Lethbridge (x2 in 2018/19)</p>	<p>Council Members:</p> <p>Ryaan El-Andari</p> <p>Coordinator</p>	<p>1) Each HAC meeting (when at new facility)</p> <p>2) Each HAC meeting</p> <p>3) Fall 2018 & Winter 2019</p>	<p>Tours of healthcare centres are planned prior to regularly scheduled HAC meetings and tracked in minutes.</p> <p>Five presentations tracked in minutes.</p> <p>Mental Health week participation tracked in meeting minutes.</p>
Council to promote healthy living within member communities (AHS' illness to wellness model)	<p>Request presentation from public health. Request tools and resources.</p> <p>Identify process for disseminating learned information (e.g. email with links, print copies to give in-person or at hosted events, social media)</p> <p>Coordinator to share resources such as AHS' "What's Your Balance?"</p>	<p>Council Members:</p> <p>Coordinator</p>	Ongoing	<p>Presentation received from public health.</p> <p>Resources, including "What's Your Balance?" resources shared in each meeting summary to stakeholders and at five meetings.</p>

Priority #4: Provide input to healthcare programs, services or emerging initiatives.

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Community outreach.	Host a public event, listen to feedback and share information about healthy living.	Council Coordinator	March 31, 2019	40 people attend the session. Three main challenges are highlighted at the event.
Early information about emerging or new programs is shared with council from AHS staff.	HAC discussion with AHS Zone leads Presentations at HAC meetings about specific topics of importance or relevance(e.g. mental health) Track, as per meeting minutes.	Council AHS Zone leads	March 31, 2019	Three new initiatives are learned about from AHS.