

**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
Increase the awareness of the meetings of the council by: <ul style="list-style-type: none"> <li>Inviting community leaders and stakeholders to HAC meetings</li> <li>Asking attendees at the meeting about their experience and feedback on what they observed, learned, liked/didn't like and what they would suggest the council do in the future</li> </ul>	Invite the public and stakeholders by use of: <ul style="list-style-type: none"> <li>Posters created and shared</li> <li>Send out e-mail invitations (to town and county councils, FCSS, foundation or hospital volunteers and MLA)</li> <li>PSA's</li> <li>Share the work of the HAC and their role at each meeting.</li> <li>Develop an evaluation form/survey for consistent feedback from attendees</li> </ul>	Members Chair/coordinator	March 31, 2019, review at March meeting every year	Five members of the public attend each meeting  The MLA attends two meetings and is invited to every meeting (5x/year)  Representatives from the local town and county attend each meeting  Three applications of interest to join the council are received
Use Facebook and other social media tools to share information for five meetings and two events per year	Advertise events and meetings	Coordinator and members	March 31, 2019	Ten people share the information on facebook  Five people ask questions about the meetings on social media  Five people attend the meetings during the year because they read it on social media
Increase awareness of the council out in the public by: <ul style="list-style-type: none"> <li>Attending two community</li> </ul>	Choose events such as Seniors week in June.	Coordinator and members	March 31, 2019	Council members participate in five events during the fiscal year.

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
<p>health events with AHS per year (one in Grande Prairie and one in a rural community)</p> <ul style="list-style-type: none"> <li>Increase awareness of the council in at least three additional rural communities</li> </ul>	<p>Coordinator to provide information and swag to members for their tables.</p> <p>Council members participate in local community opportunities.</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
<p>Each member to attend two local events, listen to communities and gather feedback</p>	<p>Develop a database of community events or opportunities.</p> <p>Council members attend community functions.</p> <p>Feedback is shared and tracked at next HAC meeting.</p>	Members	March 31, 2019	<p>Members will attend at least two local events</p> <p>HAC tracked the information it shared and received from the public</p> <p>Coordinator tracked information shared and received in meeting minutes</p>
<p>Partner with an AHS Addiction and Mental Health portfolio to host a community event to:</p> <ul style="list-style-type: none"> <li>listen to the community;</li> <li>create awareness of the HAC;</li> <li>provide opportunities to engage with and gather public feedback about health services; and</li> <li>provide a venue to provide information about addiction and mental health services.</li> </ul>	<p>Council works with community engagement and communications to host one community event. Communications tools used are:</p> <ul style="list-style-type: none"> <li>advertise in free publications and on social media;</li> <li>develop news release, PSA, advertisement, posters, opinion editorial;</li> <li>consider how to increase involvement with younger demographic (e.g. social media 'boosts');</li> <li>provide posters to AHS facilities and offices;</li> </ul>	<p>Members</p> <p>Coordinator</p>	March 31, 2019	<p>Council holds on community event</p> <p>40 people attend the event.</p> <p>Post-survey results indicate minimum 80% of participants are satisfied with the event and that the information was useful.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	<ul style="list-style-type: none"> <li>secure hand outs and information for Addiction and Mental Health services</li> </ul>			

**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 council knowledge on health, on health promotion and illness prevention	<p>Invite Medical Officer of Health (MOH) to provide information and statistics on hand washing and cannabis legislation</p> <p>Members participate in training ex: AHS lunch and learns</p>	<p>Coordinator</p> <p>Members</p>	<p>March 31, 2019</p> <p>March 31, 2019</p>	<p>MOH attends meeting</p> <p>Members share information with 12 people</p> <p>Four members participate in training sessions</p>
Keep up to date on services offered by AHS	Request a handout that details available services in communities we serve	Members	January 31, 2019	Document is updated and shared two times per year (January and May) with members and stakeholders
Share knowledge with community/increase ability to take personal responsibility of their health	<p>Request a presentation on 811 and find out the statistics of use.</p> <p>Promote 811</p> <p>Promote finding a family physician (attached patients)</p>	Members	March 31, 2019	<p>Cards on 811 shared at community events</p> <p>List of physicians available at events and meetings</p>
Addiction and Mental Health Community Forum	<p>Invite guest speaker from AHS. Invite other agencies, including Rural Health Professions Action Plan (RhPAP), Canadian Mental Health Association (professionals and clients).</p> <p>Partner with the foundation to be involved.</p> <p>Promote the event (per Goal #2</p>	Addiction and Mental Health Subcommittee	November, 2018	<p>Attendees to complete an evaluation (satisfaction rates are minimum of 80%)</p> <p>Minimum of 40 community members attend.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	above).			

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

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
Connect with other AHS health related committees such as Patient & Family, the Provincial Advisory Councils and local community health councils	Encourage cross membership  Meet with other committees  Invite other councils to HAC meetings	Members  Coordinator	March 31, 2019  March 31, 2019	Membership on committees is tracked in a database.  The meeting calendar for each Provincial Advisory Council is shared with council members.  Relationship building is increased by two members participating on other committees.  Chairs from all HAC/PAC's invited to each meeting (5x/year)
Relationships with North Zone ZEL are strengthened and engagement opportunities develop by: <ul style="list-style-type: none"> <li>chair connects with AHS North Zone senior leadership four times per year</li> <li>Members have the opportunity to participate on AHS committees to bring a community voice to decision making</li> </ul>	Chair attends meetings with North Zone leadership  Opportunities are developed together for input  Opportunities to join North Zone committees are shared with the council membership  ZEL designates and North Zone HACs work together to develop the 2019/2020 work plans	Chair Coordinator Council	March 31, 2019	Meet with Greg Cummings four times per year.  Opportunities for input are tracked.  Committee participation is tracked.  Date for fall work plan development day is booked.