



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 increase the awareness of Council meetings by March 2020 by having at least five members of the public attend each meeting.	<p>Invite the public, community leaders and stakeholders to meetings by use of:</p> <ul style="list-style-type: none"> • Posters created and shared • Send out e-mail invitations (to town and county councils, FCSS, foundation or hospital volunteers) • Public Service Announcements (PSAs) sent to media • Share the work of the HAC and their role at each meeting. <p>Hold meetings in at least three rural communities to increase awareness of the Council.</p> <p>Ask 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</p>	Members Chair/coordinator	March 2020	Five members of the public attend each meeting

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	do in the future <ul style="list-style-type: none"> • Develop an evaluation form/survey for consistent feedback from attendees 			
To use social media to share information for five meetings and two events per year by March 2020,	Advertise events and meetings on Facebook and Twitter	Coordinator and members	March 2020	Ten people share the information on Facebook Five people ask questions about the meetings on social media Five people attend each meeting during the year. Information on how members heard about the meeting will be tracked when they sign in.
To increase awareness of the Council in at least five rural communities by March 2020.	Attend two community health events with AHS per year (one in Grande Prairie and three in a rural community) <ul style="list-style-type: none"> • Choose events such as Seniors week in June. • Coordinator to provide information and swag to members for their tables. • Council members participate in local community opportunities. 	Coordinator and members	March 2020	Council members participate in five events during the fiscal year.

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
Each member to attend two local events, listen to communities and gather feedback by March 2020.	<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 2020	<p>Each member 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>To partner with an AHS Addiction and Mental Health portfolio to host a community event to:</p> <ul style="list-style-type: none"> • listen to the community; • create awareness of the HAC; • provide opportunities to engage with and gather public feedback about health services; and • Is similar to the event held in Grande Prairie September 2018, but this event will be held in another community • Use Together4Health to follow up with attendees and gather input. 	<p>Council works with community engagement to host one community event.</p> <p>Communications tools used are:</p> <ul style="list-style-type: none"> • advertise in free publications and on social media; • develop news release, PSA, advertisement, posters, opinion editorial; • consider how to increase involvement with younger demographic (e.g. social media 'boosts'); • provide posters to AHS facilities and offices; • secure hand outs and information for Addiction and Mental Health services 	<p>Members</p> <p>Coordinator</p>	March 2020	<p>Council holds one 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>
To partner with an AHS Seniors Health portfolio to host a community event to:	Council works with community engagement to host one community event.	<p>Members</p> <p>Coordinator</p>	March 2020	Council holds one community event

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
<ul style="list-style-type: none"> listen to the community; create awareness of the HAC; provide opportunities to engage with and gather public feedback about health services; and Use Together4Health to follow up with attendees and gather input. 	<p>Communications tools used are:</p> <ul style="list-style-type: none"> advertise in free publications and on social media; develop news release, PSA, advertisement, posters, opinion editorial; consider how to increase involvement with younger demographic (e.g. social media 'boosts'); provide posters to AHS facilities and offices; secure hand outs and information for Seniors Health 			<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>

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 increase Council knowledge on health, health promotion and illness prevention by March 2020.	<p>Invite presentations from the Public, Population and Indigenous Health portfolio</p> <p>Members participate in training ex: AHS lunch and learns</p>	<p>Coordinator</p> <p>Members</p>	March 2020	<p>A presentation is made at each HAC meeting (5x/year)</p> <p>Members share information with 12 people</p> <p>Four members participate in training sessions. Coordinator will provide information on training and track what members attend.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
<p>To share knowledge with communities and increase their ability to take personal responsibility for their health.</p>	<p>Request a presentation on 811 to raise Council's awareness of all the various services it provides and how well it's used in the area.</p> <p>Promote 811 by sharing 811 information at community events.</p> <p>Promote finding a family physician (attached patients) by providing links to PCN websites and other appropriate information at events and meetings.</p> <p>Nutrition and exercise materials from Health Promotion are shared at community events</p>	<p>Members</p>	<p>Ongoing</p>	<p>Each HAC member attends at least two community events during the year.</p> <p>Members distributed resources to community members at each of the events.</p> <p>Council members track the number of interactions at the event.</p>
<p>To hold an Addiction and Mental Health Community Forum by March 2020.</p>	<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 above).</p> <p>Consider Telehealth as an option.</p>	<p>Addiction and Mental Health Subcommittee</p>	<p>March 2020</p>	<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
To hold a Seniors Health Community Forum by March 2020.	<p>Invite guest speaker from AHS. Invite other agencies.</p> <p>Partner with the foundation to be involved.</p> <p>Promote the event (per Goal #2 above).</p> <p>Consider partnership with SCC PAC.</p>	Coordinator Members Chair	March 2020	<p>Attendees to complete an evaluation (satisfaction rates are minimum of 80%)</p> <p>Minimum of 40 community members attend</p>

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

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
To connect with other AHS health related committees such as Patient & Family, the Provincial Advisory Councils, the Wisdom Council, and local community health councils by March 2020.	<p>Encourage cross membership</p> <p>Meet with other committees</p> <p>Invite other councils to HAC meetings</p>	Members Coordinator	March 2020	<p>Membership on committees is tracked in a database.</p> <p>The meeting calendar for each Provincial Advisory Council is shared with Council members.</p> <p>Relationship building is increased by two members participating on other committees.</p> <p>Chairs from all HAC/PAC's and local Wisdom Council members invited to each meeting (5x/year)</p>
To strengthen relationships with North Zone ZEL and support engagement opportunities by:	Chair attends meetings with North Zone leadership	Chair Coordinator Council	March 2020	Meet with Greg Cummings two times per year.

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
<ul style="list-style-type: none"> Chair connects with AHS North Zone senior leadership four times per year Members have the opportunity to participate on AHS committees to bring a community voice to decision making 	<p>Opportunities are developed together for input</p> <p>Opportunities to join North Zone committees are shared with the Council membership</p> <p>ZEL designates and North Zone HACs work together to develop the 2020/2021</p>			<p>Opportunities for input are tracked.</p> <p>Committee participation is tracked.</p> <p>Date for fall work plan development day is booked.</p>
<p>To partner with AHS and support planning for the new Grande Prairie Regional Hospital.</p>	<p>One member sits on the Graphics Working Group for the hospital.</p> <p>Opportunities for engagement with the hospital are shared with Council members.</p> <p>The HAC receives updates at each meeting on progress</p> <p>The HAC is updated on how Indigenous supports will be provided</p> <p>The HAC has an opportunity to share input</p>	<p>Chair Coordinator Council</p>	<p>Ongoing</p>	<p>Track when members are engaged around decision making for the new hospital.</p> <p>One member participates in the Graphics Working Group.</p>