



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 make connections with local governments within Yellowhead East Health Advisory Council (YEHAC) to outline our role and gather feedback/questions related to health and health services (to be used in planning Municipal Forum).	<ul style="list-style-type: none"> attend the Central Zone Mayors and Reeves meeting for formal and informal interaction invite municipal leaders to regular YEHAC meetings and gather feedback 	Council Members	March 2020	<p>Record number of meetings attended in the meeting minutes.</p> <p>Record number of municipal leaders that attend meetings</p> <p>Record input in the meeting minutes for use with Municipal Forum planning.</p>
<p>To gather input from community stakeholders such as:</p> <ul style="list-style-type: none"> lodge foundations foundation/hospital auxiliaries community attraction and retention committees Family and Community Support Services (FCSS) School Boards (parent councils, school breakfast/lunch programs/school newsletters) Daycares Victims' Services Service Alberta Offices 	<ul style="list-style-type: none"> invite stakeholders to regular YEHAC meetings gather feedback through the development and use of a questionnaire encourage input and record it in meeting minutes attend events noted below and have booths, hand out one pagers attend meetings and share information about the Council to help build awareness <p>Events include:</p> <ul style="list-style-type: none"> Alberta Senior Citizens Housing Association – Convention and Trade Show April 15 – 17, 2019 River Cree Resort Enoch, AB 	Council Members	March 2020	At least 20 YEHAC stakeholders attend meetings during the upcoming year.

Objectives	Actions	Responsibility	Timeline (1-3 Years)	Measures of Success
<ul style="list-style-type: none"> Community Adult Learning Programs (CALP) Alberta Pharmacists' Association Post-secondary (universities, colleges) Wainwrights Army Base Alberta Medical Association (AMA) College of Physicians & Surgeons of Alberta (CPSA) 	<ul style="list-style-type: none"> Alberta Urban Municipalities Association - 2019 Spring Municipal Leaders' Caucus March 27 – 28, 2019 Healthy Communities Symposium <ul style="list-style-type: none"> Indigenous Champions gatherings Community Choosewell 			
<p>To build awareness of the Health Advisory Council with AHS staff</p>	<ul style="list-style-type: none"> attend AHS events and bring awareness of the HAC have posters of HAC in AHS facilities (bathroom stalls/ staff rooms) 	AHS Communications	March 2020	Posters are put up at 20 sites in Yellowhead East HAC area.
<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 Zone Healthcare Plan and the AHS Health and Business Plan objectives and initiatives.</p>	<ul style="list-style-type: none"> 4 hour event provide meal and refreshments. have an engaging agenda (presentations from AHS and HAC) invite only event share Council marketing materials (YEHAC one pager/ notebook/ magnifying card) create opportunity to mingle and participate in engagement activities hosted by AHS to represent the community voice. 	<p>Council Members</p> <p>Advisory Coordinator</p> <p>AHS Communications and Leadership</p>	June 13, 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 Business Plan Objectives.</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 creatively engage each community using various tools.	<ul style="list-style-type: none"> share posters about upcoming meetings have pre-posted feedback postcards in the community. use social media to share news: Facebook, and Twitter. use Together4Health to gather feedback post answers to community concerns. 	AHS Communications and Zone Leadership Advisory Coordinator Council Members	March 2020	The number of likes, follows or shares on social media increases. 50 postcards are collected. The method by which people provided input is tracked to measure effectiveness of the tools used.
To partner with AHS where appropriate to focus on current AHS initiatives	<ul style="list-style-type: none"> work with AHS to determine the audience to engage work with AHS to develop a survey or questionnaire to gather feedback give out available promotional materials suggest translated materials be available 	AHS Communications and Zone Leadership Advisory Coordinator Council Members	March 2020	Council works with AHS on one focused initiative. Feedback is gathered from 50 people. A synopsis of feedback is shared with AHS. AHS shares back how information is used. Report back is shared with those surveyed.

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 hold themed meetings based on feedback provided.	<ul style="list-style-type: none"> determine appropriate topics per community develop discussion format to solicit input where possible, work with AHS to provide translated materials in other languages capture presentation as a webinar to be shared later 	AHS Communications and Zone Leadership Advisory Coordinator Council Members	Set for the Upcoming 2019/2020 meetings May – Utilization and Choose Wisely in addition to Enchanting Care in the Community (AHS) – Seniors health/ Homecare (covenant health)	Relevant topics or initiatives are profiled and recorded at each meeting. Meeting surveys are circulated to measure satisfaction with topics.

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	<ul style="list-style-type: none"> encourage community to attend 		<p>September - wait time for specialists. DI, surgery, referral processes, timeline, how to navigate the system, complaint process (intimidation factor)</p> <p>November - Health system in Lloydminster, New Health System in Saskatchewan, Neonatal processes</p> <p>March - transportation (pilot project results)</p>	
To connect regularly with AHS Zone Leadership and the DTHAC to support information sharing in an ongoing and informal way to ensure there is continuous real time feedback on local programs and services.	<ul style="list-style-type: none"> monthly meetings with Zone leadership when there are programs to report on or concerns to be clarified. explore opportunities for HAC members to participate on Zone committees relevant to the HAC work plan. 	(DTHAC) HAC Chair (YEHAC) HAC Chair Zone Leadership Advisory Coordinator	Ongoing	Chair meets with Zone leadership five times per year. Chair provides report at each of five meetings to council members.

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

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
To participate in Zone Operational Plan development.	<ul style="list-style-type: none"> participate in sessions with Planning and Performance. 	AHS Communications and Zone Leadership Advisory Coordinator Council Members	June 2019	The number of sessions is tracked. Feedback provided is tracked. Report received from Zone of how feedback is used.

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To participate in the validation or implementation phase of the Zone Healthcare Plan where requested by Zone leadership	<ul style="list-style-type: none"> work with Central Zone to support validation phase (an example could be attending local municipal councils meetings). 	Will need to respond to Zone Leadership related to our participation	2019 and ongoing	Number of municipal meetings attended by council is tracked and feedback 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"> attend local information sessions on Cannabis legislation and local municipal events around this topic. 	Advisory Coordinator Council Members	Ongoing	The number of requests from AHS or Zone leadership is tracked in the minutes.