

Oldman River Health Advisory Council Work Plan 2010 – 2011

Status:

The Work Plan has been reviewed by John Lehnert, Member, Alberta Health Services Board and Barbara Lacey, Chair, Oldman River Health Advisory Council on Friday, October 15, 2010. Suggested amendments will be reviewed and approved at the next Health Advisory Council meeting on Tuesday, November 23, 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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GOAL					
A. ENGAGE THE PUBLIC- ENGAGE PUBLIC FOR A LOCAL PERSPECTIVE ON HEALTH CORE DELIVERY					
STRATEGY	ACTIONS REQUIRED TO ACHIEVE (HOW)	SUPPORTS/RESOURCES REQUIRED	RESPONSIBILITY (WHO)	TIMELINE	OUTCOME
1. A. Prepare for community meetings	<ul style="list-style-type: none"> Develop handout that clearly states who we are, what we do, & how to contact us (either use Alberta Health Services handout & contact list or use our own). 	<ul style="list-style-type: none"> Printing costs. 	<ul style="list-style-type: none"> Subcommittee of Health Advisory Council. 	End of August 2010 (August 24, 2010).	<ul style="list-style-type: none"> By April 2011 - people across the area will know who we are, the role of Health Advisory Council, and how to contact us. Six public consultation meetings hosted.
B. Develop a communications plan	<ul style="list-style-type: none"> Prepare press release for release before meetings over. Include reintroduction of committees purpose, purpose of meeting & schedule of meetings. 	<ul style="list-style-type: none"> Minimal - cost of running ads for media if applicable. 	<ul style="list-style-type: none"> Subcommittee of Health Advisory Council. 	End of August 2010 (August 24, 2010).	
C. Connect with key representatives in communities	<ul style="list-style-type: none"> Meet with Council of Mayors, and Reeves, individual letters to municipalities to inform and elicit support. 	<ul style="list-style-type: none"> Minimal - maybe cost of paper and printer ink. Cost of stamps and envelopes. 	<ul style="list-style-type: none"> Subcommittee of Health Advisory Council. 	End of August 2010 (August 24, 2010).	

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A. ENGAGE THE PUBLIC- ENGAGE PUBLIC FOR A LOCAL PERSPECTIVE ON HEALTH CORE DELIVERY					
STRATEGY	ACTIONS REQUIRED TO ACHIEVE (HOW)	SUPPORTS/RESOURCES REQUIRED	RESPONSIBILITY (WHO)	TIMELINE	OUTCOME
2. A. Organize and conduct community meetings across area	<ul style="list-style-type: none"> Book locations for community meetings - proposed time of meetings 7:00 pm - 9:00 pm. See attachment for proposed schedule of meetings. 	<ul style="list-style-type: none"> Cost for rental fees of halls and meeting places. 	<ul style="list-style-type: none"> Booking of location is Area representatives and cost is Alberta Health Services or Community Engagement Officer. 	End of August 2010 (August 24, 2010).	By April 2011- the initial community engagement process to be completed, top area priorities identified & work plan for 2011-12
B. Prepare consistent message to be used at community meetings	<ul style="list-style-type: none"> Decide on introduction of Committee, etc. Purpose of meeting - to listen. Ask question of "What is working in our area and what is not working for Health care?" Identify top health area priorities. 	<ul style="list-style-type: none"> Minimal - photocopies of our plan. 	<ul style="list-style-type: none"> Chairman and Health Advisory Council Committee. 	End of August 2010 (August 24, 2010)	

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STRATEGY	ACTIONS REQUIRED TO ACHIEVE (HOW)	SUPPORTS/RESOURCES REQUIRED	RESPONSIBILITY (WHO)	TIMELINE	OUTCOME
C. Host community consultation meetings	<ul style="list-style-type: none"> Conduct eight Community meetings (see schedule at end of document). 	<ul style="list-style-type: none"> Cost for refreshments at community meetings, cost for supplies such as flip charts, pens and paper. Media support. 	<ul style="list-style-type: none"> For hosting meetings - assigned Health Advisory Council members. For costs - Alberta Health Services. 	As per attached schedule.	will be developed.
3.	<ul style="list-style-type: none"> Identify common themes from across area, select top three (3) to further focus and work plan. 	<ul style="list-style-type: none"> Minimal - support at Health Advisory Council committee meetings. 	<ul style="list-style-type: none"> All Health Advisory Council committee members. 	March 2011 meeting of Health Advisory Council committee.	
4.	<ul style="list-style-type: none"> Develop work plan for coming year around identified top priorities. 	<ul style="list-style-type: none"> Minimal- support at Health Advisory Council committee meetings. 	<ul style="list-style-type: none"> All Health Advisory Council committee members. 	March 2011 - April 2011.	

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GOAL					
B. PROVIDE FEEDBACK AND ADVICE TO ALBERTA HEALTH SERVICES					
STRATEGY	ACTIONS REQUIRED TO ACHIEVE (HOW)	SUPPORTS/RESOURCES REQUIRED	RESPONSIBILITY (WHO)	TIMELINE	OUTCOME
1.	<ul style="list-style-type: none"> Provide dedicated scheduled time at all regular meetings of Health Advisory Council for presentations from Alberta Health Services on topics of their choosing and provide feedback as requested. 	<ul style="list-style-type: none"> Background information on topics for discussion. 	<ul style="list-style-type: none"> Chairperson and all Health Advisory Council committee members and Community Engagement Officer. 	On-going.	<ul style="list-style-type: none"> Creating strong and credible link between Alberta Health Services and Health Advisory Council¹².
2.	<ul style="list-style-type: none"> Respond to other requests to attend Alberta Health Services organized sessions, both locally and provincially. 	<ul style="list-style-type: none"> Funds for transportation, accommodation, etc. as required to attend Alberta Health Services events. 	<ul style="list-style-type: none"> Chairperson and all Health Advisory Council committee members and Alberta Health Services for costs. 	On-going.	Outcome

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GOAL B. PROVIDE FEEDBACK AND ADVICE TO ALBERTA HEALTH SERVICES					
STRATEGY	ACTIONS REQUIRED TO ACHIEVE (HOW)	SUPPORTS/RESOURCES REQUIRED	RESPONSIBILITY (WHO)	TIMELINE	OUTCOME
3.	<ul style="list-style-type: none"> Attend annual meetings of Health Advisory Council's, plus meetings or teleconferences of Board chairman. 	<ul style="list-style-type: none"> Funds for transportation, accommodation, etc. as required to attend Alberta Health Services events. 	<ul style="list-style-type: none"> Chairperson and all Health Advisory Council members and Alberta Health Services for costs. 	On-going.	Outcome

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GOAL					
C. PROMOTE AND PARTICIPATE IN ACTIVITIES THAT ENHANCE THE HEALTH OF RESIDENTS					
STRATEGY	ACTIONS REQUIRED TO ACHIEVE (HOW)	SUPPORTS/RESOURCES REQUIRED	RESPONSIBILITY (WHO)	TIMELINE	OUTCOME
1. Participate in discussion and feedback sessions	<ul style="list-style-type: none"> • Schedule dedicated time on agenda of all regular meetings of Health Advisory Council to allow questions and concerns to be raised from Health Advisory Council committee members. To hear reports from Alberta Health Services and local administration. 	<ul style="list-style-type: none"> • Background information on topics for discussion. 	<ul style="list-style-type: none"> • All Health Advisory Council members, Alberta Health Services representatives, and local administration. 	On-going.	<ul style="list-style-type: none"> • By April 2011 a strong and credible three way communication will be established between the Health Advisory Council, Alberta Health Services and the local Administration.
2. Attend Health Services Events in the Council area	<ul style="list-style-type: none"> • Accept invitations whenever possible to local health related events. • Host Alberta Health Act Consultations. 	<ul style="list-style-type: none"> • None. 	<ul style="list-style-type: none"> • All Health Advisory Council members. • Council members, Alberta Health Services, Fred Horne, MLA. 	On-going.	

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3. Work towards dispelling myths and inaccurate information circulating in local communities whenever possible	<ul style="list-style-type: none"> • Ensure correct information is being released. • Become informed on health issues of concern. 	<ul style="list-style-type: none"> • Background information on topics of concern. • Presentations from Alberta Health Services expert representatives. 	<ul style="list-style-type: none"> • All Health Advisory Council members, Alberta Health Services. 	On-going.	

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Attached schedule of proposed meetings in local communities:

October 2010

- Fort Macleod (and/or Pincher Creek)

November 2010

- Vauxhall

December 2010

- Cardston

January 2011

- Coaldale
- Lethbridge

March 2011

- Lethbridge
- Crowsnest Pass
- Milk River (or Warner)