



## 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 awareness of the members of the Council and share appropriate AHS information with the community.	<p>Explore availability of a bulletin board or bulletin board space at healthcare sites to share HAC information.</p> <p>Create posters to profile AHS Advisory Council members, provide the profiles to local newspapers and media, and post them to social media and the AHS website.</p> <p>Create awareness of programs that would benefit from additional exposure with the profiles ie: Aboriginal Liaison Program &amp; Services.</p>	Coordinator and members	March 31, 2020	<p>Five people call members with community feedback due to profiles.</p> <p>Five people contact members to ask for more information about pertinent topics.</p>
To increase the awareness of meetings to community leaders and stakeholders.	<p>Invite the public and stakeholders by use of:</p> <ul style="list-style-type: none"> <li>posters created and shared;</li> <li>send out e-mail invitations to First Nations, town and county councils, FCSS, foundation or hospital volunteers; and</li> </ul>	Members Chair/coordinator	March 31, 2020	<p>Five members of the public attend each meeting.</p> <p>Local MLA attends two meetings.</p> <p>Representatives from the local town and county councils attend each meeting.</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	<ul style="list-style-type: none"> <li>send out an advertisement and a Public Service Announcement (PSA) for each meeting.</li> <li>Share the work of the HAC and their role at each meeting.</li> <li>Provide HAC members with the one pager to share with community members</li> </ul>			<p>Three expressions of interest to join the Council are received.</p> <p>Council measures how people become aware of the meetings and continues with the most effective way of promotion and/or advertising. This is done when public members sign in and provide their contact information at meetings.</p>
To increase awareness of the Council among the communities with support from Community Engagement & Communications.	<p>Attend local agency meetings and other community events.</p> <p>Coordinator to provide information and swag to members for their presentations or tables.</p> <p>Council members participate in local community opportunities.</p>	Coordinator and members	March 31, 2020	<p>Each Council member participates in a local event in their community on behalf of the HAC.</p> <p>A total of at least five events are attended during the fiscal year.</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 better understand and advise AHS with respect to employee retention initiatives.	<p>Research the issues and barriers to the recruitment and retention of staff by engaging with communities and offer solutions through the following methods:</p>	Chair/coordinator	December 2019	<p>Council provides input to the recruitment and retention strategy.</p> <p>One member per community from Council participates on</p>

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
	<p>HR and Area Manager provide a presentation on the recruitment strategies in use from high school onward.</p> <ul style="list-style-type: none"> <li>• Provide input to Grow Your Own strategies being used by AHS.</li> <li>• Invite Rural Health Professions Action Plan to a meeting and explore attraction and retention committees with them.</li> <li>• Explore grants and support from areas such as Northern Alberta Development Council</li> </ul>			<p>the community RhPAP attraction and retention committee.</p> <p>One HAC member attends the RhPAP conference.</p> <p>Concern is shared with the board through the top 5-10 document.</p> <p>Members provide information on grants and attraction</p>
<p>To validate challenges and opportunities that have been identified.</p>	<p>Continue to seek community input.</p> <p>Council works with AHS to host one engagement event with community members to problem solve.</p>	<p>Members and Coordinator</p>	<p>March 2020</p>	<p>40 people attend the event.</p> <p>Feedback from attendees aligns with challenges put forward to the AHS Board.</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 work with AHS and community organizations to provide information on health concerns in the area	<p>Gather information from AHS.</p> <p>Gather information from local agencies.</p> <p>Invite local community members to each meeting.</p>	Members and coordinator	March 2020	<p>A presenter from AHS attends each meeting to provide information</p> <p>A presenter from the community attends each meeting to discuss local resources</p> <p>10 public members attend each meeting.</p>

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

Objectives	Actions	Responsibility	Timeline (1-3 years)	Measures of Success
To develop a relationship with the Chief Zone Officer and the Senior Operating Officer of the North Zone.	<p>Invite the Senior Operating Officer for the area to each meeting.</p> <p>Request to meet with Chief Zone Officer twice a year,</p> <p>Seek opportunities with the Chief Zone Officer for input into programs.</p>	Coordinator/ chair and members	March 2020	<p>The Senior Operating Officer attended two meetings.</p> <p>Greg Cummings attended one meeting.</p> <p>Chair has met with Greg Cummings two times.</p>
At least two leaders with programs and initiatives ask to present at meetings during the fiscal year and ask for input.	Leaders of programs and initiatives are added to the meeting agendas.	Coordinator	March 2020	<p>Two presentations are received during the year.</p> <p>Feedback is tracked and provided to the presenter.</p> <p>The presenter reports back on how Council's input was used.</p>