



FY11 Work Plan

Planning and Coordination

The BCCHC is recognized as a health planning coordinating body and hub in Bernalillo County by Community partners as indicated by the representation of Council Members, our active Council partners from all parts of the public health system, and by participation of community members, providers, advocates, and elected officials in the Council planning activities. Also, the Council participation in shared planning projects in the Community and requests of the Council to distribute information to our partners or provide information on public health in Bernalillo County.

The Council will continue to build this recognition in the community by

- Quarterly outreach to city council, county commission, local state legislators, and our Federal Delegation through brief, meetings, and presentations at meetings
- Distribute emails related to public health and behavioral health to contacts as requested
- Print and distribute Salud Manual as requested
- Continue to build on the MYCommunityNM.org partnership
- Encourage partners to become members of the Council and at a minimum participate in Council planning activities relevant to their interests

Membership

To ensure that the BCCHC will continue to have a stable, diverse, and growing membership that is reflective of the community the Council will

- Have an updated member manual and member orientation process
- Regularly solicit feedback from Council members and make changes based on feedback received
- Be purposeful about recruitment to the Council and the partners that the Council

Internal Structures and Processes

The BCCHC recognizes the need to have effective internal and processes. To do this, the Council has clear guidelines in the bylaws related to Council leadership, membership, committees, meeting structure, decision making processes, and Coordination.

- Health council leadership – The Lead team meets monthly and the meetings are scheduled on a regular day and all members and other partners are encouraged to attend. The leadership ensures the agendas for the General Meetings are developed, the budget is reviewed, the DOH deliverables are met, and staff and Council members are supported as needed.
- Committee structure - The Committees are related to the health priorities of the Council and have leadership from the Council and staff support. The Committees are responsible for implementing their section of the annual work plan and providing guidance into the development of the plan. Participation by a broad representation of Council partners in committees is encouraged; not just Council members.
- Effective meetings – The meetings are run using an agenda and with clear leadership and facilitation. Meeting processes have been regularly assessed through surveys to Council members and meeting participants.
- Ensuring engagement and participation of health council members – Participation is encouraged through direct contact, regular updates, and meaningful activities. Regular feedback is solicited through yearly surveys to Council members on a variety of topics to get a sense of areas for improvement.
- Decision-making processes that are inclusive and participatory - Decision-making processes are inclusive of all Council Members and discussion and participation is encouraged by all. Decision-making processes are spelled out in the Council bylaws.

Community assessment/prioritization

The BCCHC used a very effective process to develop and update the most recent Health Profile. The Council determined that the previous Profile required significant expansion and greater depth. After outlining the scope of the project, the Council issued a request for proposals to identify a consultant with experience in developing Health Profiles in New Mexico. This consultant, Leora Jaeger of LJS Consulting, partnered with the Council Coordinator to develop the revised Profile.

The Coordinator formed a Steering Committee to monitor the process. This group consisted of several Council members, representatives of the Department of Health, and the consultants. Over the six month project duration, the group met monthly to review work progress and discuss preliminary results. Participants reviewed focus group and survey questions prior to distribution as well as results of these efforts. The group also reviewed each section of the written Profile and developed new research questions.

An important step in the process was to obtain community input to help the Council set priorities and goals. The Coordinator worked with Council members and other Bernalillo County Health and social service providers to develop an outreach plan and to identify means of increasing participation.

Four community meetings were held with more than 60 participants. Posters summarizing research results were available for review, as well as the Executive Summary of the Profile. The Coordinator, Council members, and consultants interviewed each attendee to further understand perceptions of health priorities and needs.

Finally, the results of all research and community input were presented to the entire Council. After intense discussion, the Council identified its priorities.

A distribution plan was developed for the Profile and Executive Summary.

Future updates of the Profile will follow a similar process:

- 1) Council will determine areas of focus and priorities, timeline and budget of available resources
- 2) Coordinator and researchers (staff or consultants) will develop specific research and outreach plan
- 3) Coordinator will create a Steering Committee composed of Council members, DOH representatives, and researchers to review and guide project progress
- 4) Coordinator will organize community meetings for information and input
- 5) Council members will interview participants
- 6) Council will review new information and adjust goals and priorities as needed.

Community Assessment

- Update CHIP and Health Profile in FY11 with input from Council partners
- Implement FY11 Work Plan and develop FY12 Work Plan
- Support each health priority area by fulfilling assessment activities as identifies in the CHIP and the Health Council Annual Work Plan
- Continue to build mycommunitynm.org as a valid resource directory for health and social services by bringing on more partners to reduce duplication and create a more comprehensive, sustainable resource directory

Monitoring Progress

The BCCHC has identified outcome measures in the profile and annual work plan that will help to monitor progress. The Council staff and Lead Team will take ownership of monitoring progress through regular tracking of progress and development of specific activities and timelines through Council meetings and committees. Reports on progress will be given to Council Members, the State, and other community partners.

Emerging Issues

- Develop CHIP and Health Council Action Plan that is flexible enough to respond to emerging issues
- Report on emerging issues related to Council priorities in quarterly policy maker brief, news section on Council website, by utilizing County PIO, and through state monthly and quarterly reports

- Provide a forum at Council meetings for members and partners to report on emerging issues and share important information with partners

Community action

The Bernalillo County CHIP was prepared from October 2008 through June 2009. The plan is based on the 2009 Bernalillo County Community Health Profile, a community survey conducted November 2008 through January 2009, two focus groups, five Community Open-House meetings, and follow-up planning meetings to finalize the CHIP priorities, goals, objectives, and strategies. Based on this process, the Bernalillo County Community Health Council adopted the CHIP priorities and goals, guiding principles, and overarching strategies. It is these goals and strategies that guide the work of the Council. In addition to the CHIP, the BCCHC Annual Work Plan takes the strategies identified in the CHIP along with additional strategies that support the community building/council development piece of the Council and develops an outcome-based plan to guide the Council on a yearly basis.

Networks and Partnerships

- Support the NM Resources Inventory Collaborative through funding programming, staff, and printing
- Report back at Council meetings on community initiatives
- Identify opportunities for collaboration or partnering based on need and relation to priorities and current activities
- Support the Community Health Worker model in Bernalillo County as a best practice for coordination of health systems through support of the Pathways program and through other opportunities that become available.
- Continue to support the Nurse Family Partnership model as a method to support health in Bernalillo County.
- Advocate for and support individuals who are serving on planning, advisory, and other boards who are working on behalf of the needs of people who live in Bernalillo County.
- Partner once a quarter with organizations who do outreach to community members to share information on available prevention programs through sharing of prevention materials, provide translation/interpretation assistance, and/or assist in advertising to community as needed or requested.

Community Programs

- Identify opportunities to strengthen and/or jointly develop community programs that are in line with the Council health priorities

Policy Development

- Develop and distribute messages to community members, policy makers, and institutions related to the Health Council's vision for the health care system in Bernalillo County
- In coordination with other priority areas, convene and serve as facilitator of a strategic, focused summit that can include but is not limited to planners, policy makers, advocates,

public and private entities, and community members, held twice a year to learn from each other about efforts, activities, actions, movements, and initiatives; and identify opportunities for shared goals and potential for joint planning. (Community advisory boards, all those involved in planning, all those involved in treatment)

Resource Development

- Update and implement health profile and CHIP distribution plan throughout FY10
- Respond to requests for letters of support or partnership for proposal applications
- Create resource development plan by June 30th, 2011
- Identify and pursue opportunities to leverage funds in Council activities