

## HEALTH COUNCIL WORK PLAN: Action Plan Matrix

### A. Council Development

System/Capacity Outcomes	Health Council Objectives	Health Council Action Steps	Indicators
<p><b>1. Planning:</b> The Health Council is recognized as a community health planning and information body or hub.</p>	<p>Convene town hall meetings and participate in other community forums for the purposes of collecting and disseminating information relevant to the health status of residents in Rio Arriba County.</p> <p>Periodically prepare reports and provide data to advise policy makers, key stakeholders and public jurisdictions.</p>	<p>Conduct semi-annual town hall meetings (one in north county and one in southern) to receive input on the construction and update of Community Health Plan.</p> <p>Prepare and present <b>semi-annual</b> briefings to Board of Commissioners and other public jurisdictions.</p>	<ul style="list-style-type: none"> <li>• Contacts with policy makers</li> <li>• <b>Increasing access and use of RACHC website</b></li> <li>• <b>Participation in blogs and other social networking tools on RACHC website</b></li> <li>• <b>Presentation of Pathways evaluation reports to public agencies and community forums</b></li> </ul>
<p><b>2. Membership:</b> The Health Council has a stable, diverse, and growing membership.</p>	<p>Maintain a diverse membership representing the broad base of the community and other appropriate stakeholders with interest and influence in improving RAC residents' health status.</p>	<p>Recruit and expand RACHC membership to include representation of members of sectors representing <b>organizational and service agencies identified as needed resources to effect positive outcomes for the six targeted Pathways populations: substance abusive pregnant women, frequent emergency room users, the recently incarcerated, homeless, adversely affected by the economic downturn, and those in need of substance abuse/behavioral health services</b></p>	<ul style="list-style-type: none"> <li>• Health Council Roster</li> <li>• <b>Active participation by organizations and individuals in Pathway hubs that address needs of identified target populations</b></li> </ul>
<p><b>3. Internal structures:</b> The health council is sustained and institutionalized with effective structures &amp; practices:</p> <ul style="list-style-type: none"> <li>• Leadership team</li> <li>• Committee structure</li> <li>• Effective meetings</li> <li>• Member participation</li> </ul>	<p>Maintain current RACHC leadership and committee structure; periodically convene RACHC and subcommittee meetings with a frequency conducive to achieving Action Plan objectives;</p> <p><b>Recruit, hire and support Staff sufficient to achieve RACHC directives</b></p>	<p>Convene monthly RACHC general membership meetings, with a schedule of subcommittee and special task force meetings as required.</p> <p><b>Maintain current level of supportive and ancillary staff, to include a Project Coordinator</b></p>	<ul style="list-style-type: none"> <li>• Leadership Team minutes</li> <li>• Committee minutes</li> <li>• Health Council minutes</li> <li>• <b>Retention of Project Coordinator position, contract Evaluator and Data Manager</b></li> </ul>
<p><b>4. Internal processes:</b> The health council uses productive group processes.</p>	<p>Develop and maintain inclusive decision-making processes that strive to gain consensus in debate of issues and development of objectives and actions.</p>	<p>Outline and document a policy procedural manual for RACHC operations</p>	<ul style="list-style-type: none"> <li>• Approval of a policy and procedure manual</li> </ul>

## B. Community Assessment & Prioritization

System/Capacity Outcomes	Health Council Objectives	Health Council Action Steps	Indicators
<p><b>1. Community assessment:</b> The health council is able to assess community health strengths, needs, problems, and resources.</p>	<p>Periodically collect data and update a community needs assessment for RACHC Pathways hubs and emerging issues.</p>	<p>Utilizing the Strategic Prevention Framework model (SPF) and Pathways outcome-based model, conduct an annual community needs assessment update, and survey capacity building needs.</p>	<ul style="list-style-type: none"> <li>Quarterly needs assessment updates via Pathways hub workshops</li> <li>Online survey of available data and assessment of provider and community needs via website</li> <li>Participation in blogs and other social networking tools on RACHC website</li> </ul>
<p><b>2. Monitoring progress:</b> The health council is able to monitor progress in achieving outcomes:</p> <ul style="list-style-type: none"> <li>Improving health</li> <li>Improving community systems</li> </ul>	<p>Maintain an independent evaluation capability that assesses both process and outcomes elements of the Action Plan.</p> <p>Incorporate process and outcome evaluation findings into the RACHC Pathways hubs to contribute to increase individual Pathways completion rates</p> <p>Post evaluation findings and recommendation to website that assesses and quantifies planned vs. actual progress of RACHC sponsored initiatives; produce hardcopy duplicates and make them available to Pathways clients and community-at-large</p>	<p>Retain the services of an independent evaluator to assist the RACHC in the collection and analysis of process and outcome data.</p> <p>Develop and pilot protocols for the Pathway in all identified domains</p> <p>Annually adhere to the processes and procedures of the Pathways model.</p> <p>Collect Pathways evaluation data that assures scientific validity.</p> <p>Refine indicators and outcome measures to include more specificity in established Pathways and to enable the creation of new and/or additional Pathways for risk-specific subpopulations in each of the identified domains</p>	<ul style="list-style-type: none"> <li>Process for monitoring outcomes</li> <li>Process for monitoring changes in health systems</li> <li>Website posting of evaluation data</li> <li>Hardcopy availability of evaluation data available to clients and public</li> <li>Draft protocols on file for Substance abuse/Behavioral Health, Housing, Emergency room/primary care, Education and Employment</li> </ul>
<p><b>3. Emerging issues:</b> The health council has the capacity to respond to emerging issues.</p>	<p>Assess primary (i.e. online surveys and input from community forums) and secondary (i.e. previously published) data for newly discovered issues related</p>	<p>Conduct semi-annual reviews of Pathways hub progress for needs of mid-course corrections and adjustment.</p>	<ul style="list-style-type: none"> <li>Health Council minutes: discussions of emerging issues</li> <li>Study/investigation of emerging issues through quarterly Pathways</li> </ul>

	to the health status of RAC residents (e.g. <a href="#">homelessness</a> )	Annually present legislative recommendations related to emerging issues from data analysis.	<a href="#">hub meetings</a>
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**C. Community Action: Coordination & Leadership**

System/Capacity Outcomes	Health Council Objectives	Health Council Action Steps	Indicators
<p><b>1. Networks and partnerships</b> are built and/or enhanced.</p>	<p>Maintain and expand linkages with organizations, coalitions, policy-makers, and jurisdictions that offer support to RACHC objectives.</p> <p>Expand linkages to include, at least, entities concerned with <a href="#">the creation of outcome-based assistive Pathways for: substance abusive pregnant women, frequent emergency room users, the recently incarcerated, homeless, persons adversely affected by the economic downturn, and those in need of substance abuse/behavioral health services</a></p> <p>Assist in the development of integrated health and nutrition services and facilities directed to needs for healthful diet and exercise.</p> <p>Expand links and resources that contribute to the development of a County-wide system of evaluation and rewards for outcomes that improve the quality of life for high-risk populations rather than compensation for frequency of clinical and supporting interventions.</p>	<p>Continue links and supporting activities with NM legislative staff, and national, state and local legislative delegations; Total Community Access (TCA); Local Collaborative 1; NACO; Pathways; Board of Commissioners; Department of Health, <a href="#">and service providers via online social networking</a>, in support of RACHC initiatives.</p> <p>Organize and convene <a href="#">discrete Pathway hubs</a> to explore any newly discovered issues <a href="#">resulting from the implementation of Pathways intervention steps and their effect on providing a continuum of care for primary care and behavioral health and related services.</a></p> <p><a href="#">Continue to support the newly created Food Council and local Farmer’s Market in assessing the needs for and possible services directed towards the reduction of obesity, promotion of healthy diet, recreation and exercise opportunities, and the secure availability of healthy foods.</a></p> <p><a href="#">Continue to explore and expand the possibilities of the RACHC website and its ability to form partnerships and collaborations through the creation and support of a virtual online community promoting the Pathway model.</a></p> <p>Continue activities with the TCA aimed at the <a href="#">assessment of the several targeted populations addressed by the Pathways model</a> vis a vis positive outcomes, and a case management service that ensures positive outcomes for <a href="#">those individuals</a></p>	<ul style="list-style-type: none"> <li>• Shared planning projects</li> <li>• New linkages between community entities <a href="#">facilitated by expansion of RACHC website and online social networking</a></li> <li>• Joint initiatives established or strengthened</li> </ul>

<p><b>2. Community programs</b> are jointly developed or strengthened.</p>	<p>Develop joint projects with appropriate entities to address: substance abuse prevention and treatment, access to services, nutrition and recreational exercise, <a href="#">and health systems change</a>.</p> <p>Create and develop a results oriented outcomes management system to measure the effectiveness of policies, programs, projects and activities of the RACHC.</p> <p>Create a systems “blueprint” that involves non-County primary and behavioral healthcare providers that results in maintaining current capacity; and develops additional resources for planning, increased revenue and coordination of services.</p>	<p>Pursue initiatives related to drug free communities; building developmental community assets for youth; environmental and direct service substance abuse prevention to youth and adolescents</p> <p><a href="#">Create assistive provider hubs to produce positive client outcomes in a dynamic process of system change utilizing the Pathways model.</a></p> <p>Develop cooperative projects that increase access to care by addressing barriers of: payment sources; lack of services directed to high risk populations, <a href="#">incorporation of information technology systems</a>, and, lack of a trained and professional workforce.</p> <p>Support and participate in the <a href="#">operation</a> of a Health Commons to consolidate access and coordination of Healthcare services</p>	<ul style="list-style-type: none"> <li>• New programs jointly developed or implemented.</li> <li>• Activities related to ongoing programs</li> <li>• <a href="#">Maintenance and expansion of Pathway hubs</a></li> <li>• <a href="#">Expansion and strengthening of the RACHC virtual online provider community</a></li> </ul>
<p><b>3. Policies</b> are changed and/or constituencies are built for policy changes.</p>	<p>Monitor actions of policy-makers, public jurisdictions and key stakeholders that result in support and/or advancement of RACHC action plans and activities.</p>	<p>Analyze and develop action plans in responses to <a href="#">semi-annual</a> presentations to policy-makers, public jurisdictions and other key stakeholders.</p>	<ul style="list-style-type: none"> <li>• Policy change initiatives backed started</li> <li>• Discussions of policy changes</li> <li>• Constituencies established or strengthened.</li> <li>• Advocacy strategies discussed or implemented</li> </ul>
<p>4. <b>Funds</b> are received or leveraged in the community.</p>	<p>Provide support and infrastructure to the acquisition of resources that further the objectives of the RACHC’s Action Plan.</p>	<p>Support with advocacy, capacity building, grant writing assistance and other material support an increase of resources directed to: drug free communities; access to healthful nutrition, exercise and recreational opportunities; <a href="#">expanded information technology capabilities</a>; and, <a href="#">systems change through the application of the Pathways model</a>.</p>	<ul style="list-style-type: none"> <li>• Technical assistance related to grant proposals provided</li> <li>• Endorsements of grant proposals considered</li> <li>• Joint applications for funding</li> </ul>