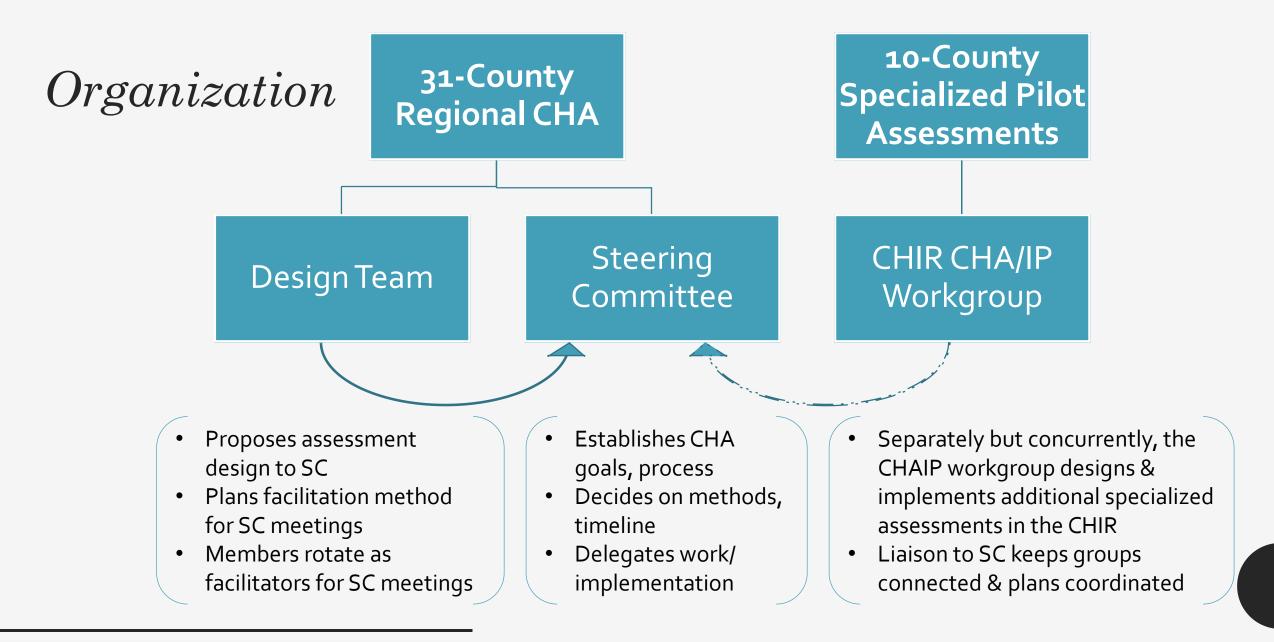
DESIGN TEAM: MARCH 2018MEETING

Goals:

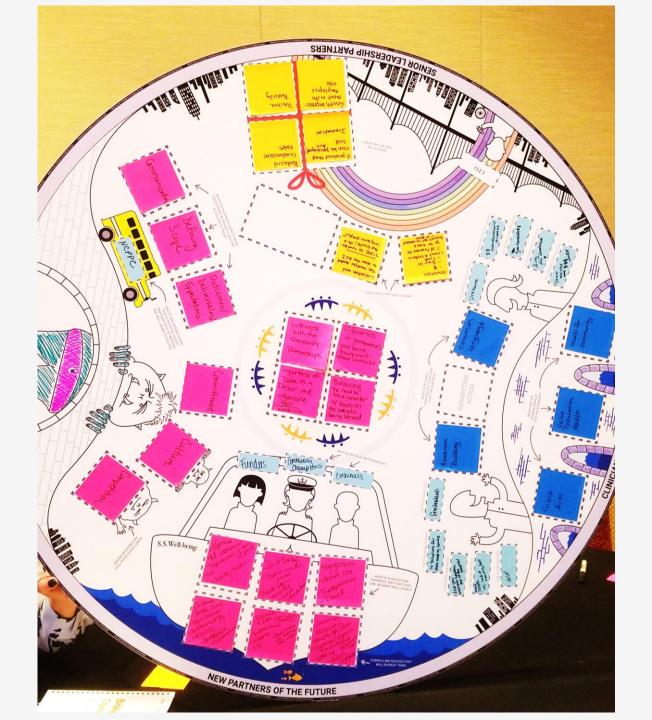
- Choose notetaker
- Find new meeting time
- Decide on recommendation for CHA committee organization, roles
- Decide on goals for April SC meeting
- Decide on facilitation method for April Steering Committee meeting (& choose facilitators)
- Phase 1 timeline edits



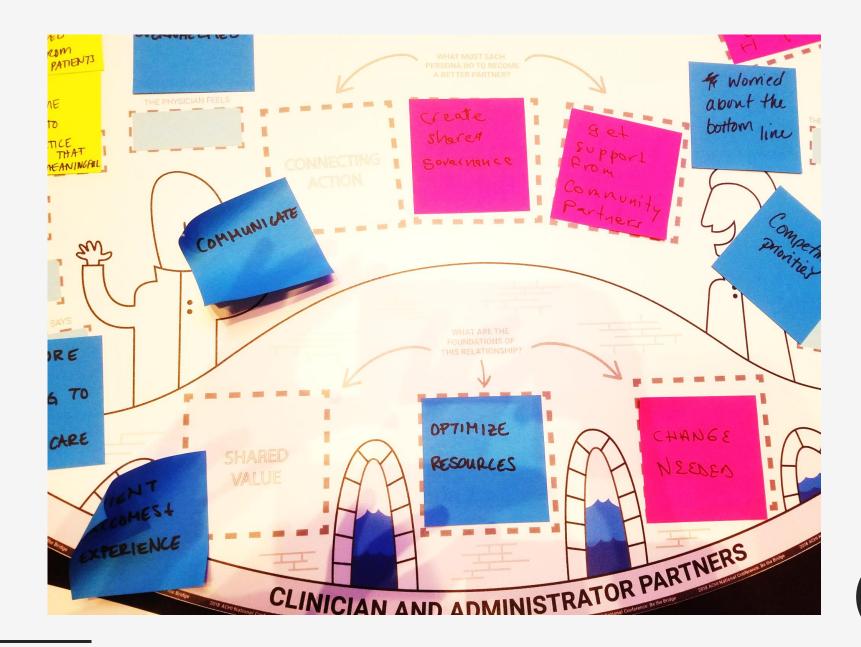
April Steering Committee Meeting: Goals

- Brief overview of project (why we're here)
- Main Goal: Establish outline of team charter, including:
 - Common values
 - Commitments each organization is willing to make
 - Roles of each team/committee
 - Outputs needed from CHA & CHIP
 - Expectations
- Create **project name** & plan for designing logo

April Steering Committee Meeting: Facilitation



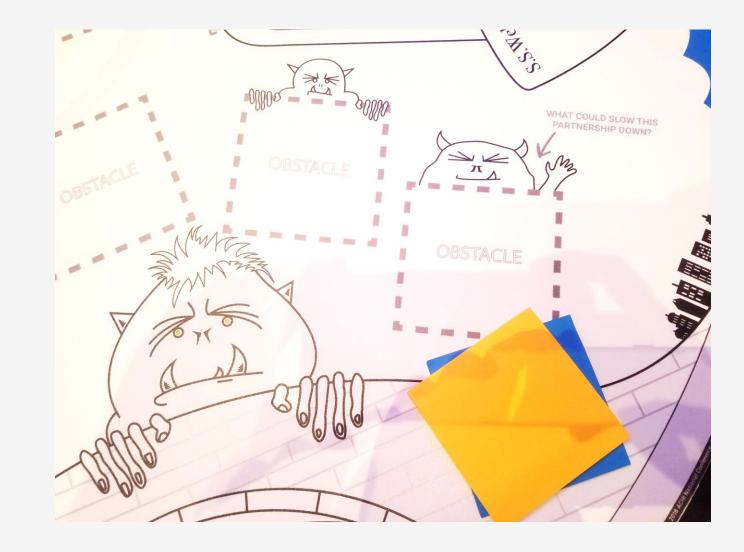
Part 1: Values Loyalties Losses Connecting Actions



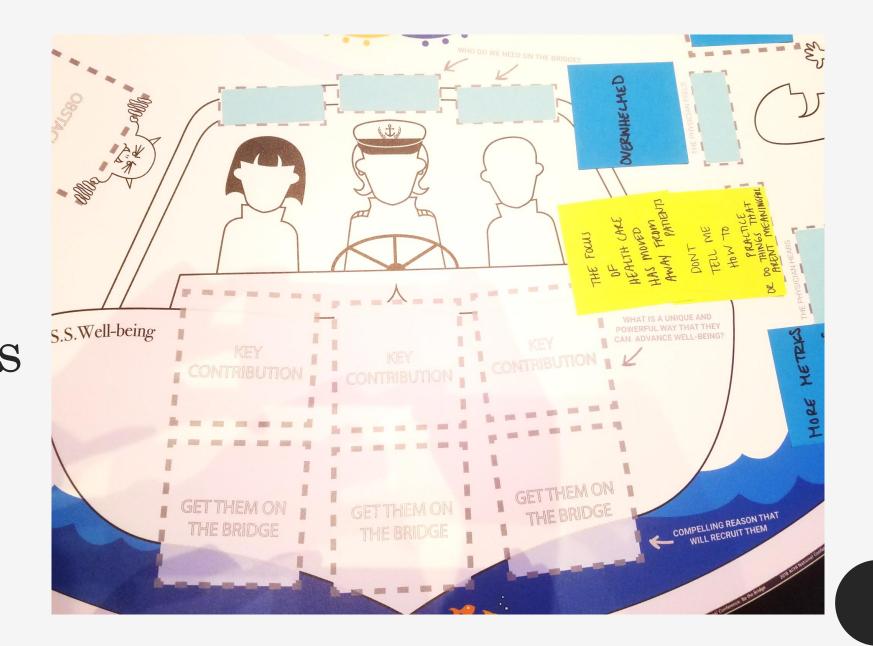
Part 2: CHA requirements Size of the Prize Commitments



Part 3: Expectations Obstacles



Part 4: Roles Assets Additional Partners



Before & After SC Meeting

- Before:
 - Choose facilitators
 - Facilitators design canvas, go over process
 - Choose notetaker for SC meeting
 - Homework for SC members (bring to meeting):
 - Values, Loyalties, Losses worksheet
 - List of requirements for CHA (What do I need to get out of this?)
- After:
 - Write up team charter, distribute to SC members

Timeline Overview

2018 Regional CHA Timeline of Activities - DRAFT	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19
Organize for Success (establish	x	x	x																	
committees, timeline, budget, etc.)																				
Kick-Off/Engage Community			x	x	x															
Partners/Community Visioning				^																
Gathering and Interpreting							~			~		~								
Assessment Information			x	x	x	x	x	x	x	x	x	x								
Health Status Assessment			x	х	х	х	x	х												
Health System Assessment				х	х	х														
Community Themes and Strengths				v			v	v	v	v										
Assessment				х	x	x	x	x	x	x										
Forces of Change Assessment										х	х	х								
Identify Strategic Issues												х	х	х	x					
Writing CHA Report (in pieces)						x		х		x		x	x	x	x					
Publish CHA Report																X				
Formulate Goals and Strategies																	x	x		
Planning for Action																		х	х	
Publish CHIP																				X

Timeline: Phases 1 & 2

Phase 1: Organize for Success	Mar-18	Apr-18	May-18
Train participants on MAPP process	х	х	х
Identify the goals of the assessment	х	х	
Identify system partners	х	х	х
Establish a steering committee	х	х	
Establish member vision & expectations for CHA (Team Charter)		x	
Determine how community members will be engaged		x	x
Develop a basic workplan and timeline		x	х
Develop budget	х	х	x
Establish Funding		x	x

	Steering
Key:	Committee
	Activity

Phase 2: Visioning/Engage Community Partners	May-18	Jun-18	Jul-18
Determine dates, times and locations for visioning session(s) [kick off event?]	х		
Develop invitation materials & a contact list (including community members)	х		
Send out invitations	х		
Prepare facilitation plan and agenda		x	
Complete visioning sessions [kick off event?]			х
Draft vision and values			х
Finalize vision and values			х
Invite continued participation			x

Did we meet our goals today?

- Choose notetaker
- Find new meeting time
- Decide on recommendation for CHA committee organization, roles
- Decide on goals for April SC meeting
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- Phase 1 timeline edits