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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Management**  **Outcomes: PH Modernization Grant and communication and outreach work is successfully managed and completed.** | | | | | | | |
| **Date** | **Goal** | | | **Activity** | **Responsibility** | | **Status** |
| 8-31-15 | PH Modernization workplan and budget are developed | | | Work plan and Budget developed | Morgan | |  |
| Work plan and budget shared with CLHO | Morgan | |  |
| 7/15-10/15 | PH Modernization Grant is managed and executed by CLHO Staff | | | Deliverables of the grant are met | Morgan | |  |
| 9/15 | Contractor Hired to manage assessment and communication deliverables | | | Scope of work developed | Morgan | |  |
| Recruitment conducted & Contractor Hired | Morgan | |  |
| 10/15-6/16 | Oversee contractor | | | Meet regularly with Contractor | Morgan | |  |
| Onboard Contractor | Morgan | |  |
| **Communication**  **Outcome: LPHA leadership and staff are well information of the implications of HB 3100 and understand how to provide input during the planning process.** | | | | | | | |
| **Date** | | **Goal** | **Activity** | | **Responsibility** | **Status** | |
| 9-30-2015 | | Information and communication on HB 3100 is provided to LPHA administrators | Webpage is created on CLHO website. | | Kathleen | Set up – updating ongoing | |
| Modernization planning documents are posted on webpage | | Kathleen | Ongoing | |
| Outreach to 10 administrators (who don’t regularly attend monthly mtgs.) | | Kathleen/ Morgan | Complete & Ongoing | |
| 8-31-2015 | | Five presentations on public health modernization are provided | General presentations to CLHO, CLHO Caucuses and CLHO Committees on input process:  Committees:  CLHO CD\* CLHO Emergency Prep \* CLHO IM \* CLHO Healthy Structure \* \*CLHO HC \* Caucuses: CLHO HO, CLEHS, PHAO | | Kathleen/Morgan | 5 Completed. | |
| 8-31-2015 | | Three webinars are conducted on opportunities to engage in modernization process | Three webinars were given the week of July 6-10 on the HB 3100 planning process for HB 3100 Implementation | | Morgan | 3 Completed | |
| 9-28-2015 | | Information and communication on HB 3100 is provided to BOC across the state | Attend 5 AOC District Meetings and present on PH Modernization | | Morgan/Kathleen |  | |
| 10-1-15 | | Communication Materials and Tools are developed for LPHAs to use with local partners, Boards of Health | Contractor hired to develop communications messages/ tools | | Morgan |  | |
| **Outreach and Engagement**  **Goal: Foundational capabilities and program planning documents are reviewed and feedback is provided.** | | | | | | | |
| **Due Date** | **Goal** | | | **Activity** | **Responsibility** | | **Status** | |
| 9-25-15 | CLHO input included in Foundational Program and Capability documents | | | Create PowerPoint for seven webinars | Kathleen | |  | |
| Facilitate seven webinars | Kathleen/Morgan | |  | |
| Take Notes and Summarize | Kathleen/Morgan | |  | |
| Facilitated CLHO retreat to get feedback and work on Foundational Programs and Capabilities | Kathleen/Morgan | |  | |
| 9-25-15 | CLHO caucuses, committees, members, and LHDs engaged in planning process | | | Solicit feedback at CLHO committees (HST, HS, Healthy Families, Information Management) | Kathleen | |  | |
| Solicit feedback at CLHO committees (Healthy Communities, CD, Preparedness) | Morgan | |  | |
| Present at CLHO Caucuses | Morgan | |  | |
| **Assessment Development**  **Outcome: Development assessment that addresses cross-jurisdictional sharing, health outcomes and health needs, and community involvement** | | | | | | | |
| **Date** | | **Goal** | **Activities** | | **Responsibility** | | **Status** |
| 11-30-2015 | | Solicit feedback from local public health officials and commissioners on assessment process | Present at an AOC meeting | | Morgan | |  |
| Present and brainstorm at CLHO Retreat | | Kathleen/Morgan | |  |
| 12-31-2015 | | Finalized modernization of public health assessment |  | |  | |  |
| **Assessment Implementation**  **Outcome: Implement assessment that address cross-jurisdictional sharing, health outcomes and health needs, and community involvement to determine the function capacity of our public health system** | | | | | | | |
| **Date** | | **Goal** | **Activities** | | **Responsibility** | | **Status** |
| 12-2015 | | Collaborate with PHD on survey implementation | Meet with PHD to determine assessment logistics | | Contractor | |  |
| 1-2016 to 2-2016 | | Engage LHDs on how to assess foundational capabilities and programs | Visit with 20 LHDs to prepare for assessment | | Contractor | |  |
| Facilitate 3 regional meetings to discuss CJS | | Contractor | |  |
| 6-2016 | | 34 LHDs complete modernization of public health assessment | Call LHDs to follow-up on assessment progress | | Contractor | |  |
|  | |  | |  |