C4PH Year One Workplan												
Draft 5/15/07												
Tasks	**May 07**	**June 07**	**July 07**	**Aug 07**	**Sept 07**	**Oct 07**	**Nov 07**	**Dec 07**	**Jan 08**	**Feb 08**	**Mar 08**	**Apr 08**
Steering Committee												
1. Develop and implement overall strategy for C4PH.												
2. Meet every other month to oversee work plans for Council and its committees; forum for interaction between Committee Chairs and to review recommendations before presented to full Council.		X		X		X		X		X		X
3. Oversee expenditure of funds raised and grants directly awarded.		X→	→	→	→	→	→	→	→	→	→	→
Fundraising												
1. Work with local partners and other funding sources to leverage needed resources to conduct analyses, develop recommendations, and ensure consensus decisions.	X→	→	→	→	→	→	→	→	→	→	→	→
Governance & Financing												
1. Expand membership to sufficiently represent towns	X→	→	→	→	X							
2. Legal research and analysis		X→	→									
3. Review needs assessment info and priorities from Health Data Committee					X							
4. Review work done (incl some source documents reviewed) by County strategic planning subcomittee		X										
5. Conduct survey of town managers via individual meetings re scope of public health-related services currently provided and identify priority gaps		X→	→	→	X							
6. Make recommendations on: who is legal entity? Where are offices located? Who governs? How finance?					X→	→	X					
7. Prepare section of report to PHWG to go to legislature.							X					
8. Develop implementation plan.									X			
Health Data												
1. Collect all health status data available at the town and county levels.	X→	→ X										
2. Identify data desired but not available.		X										
3. Develop and recommend priorities for short-, medium-, and long-term program and policy development.			X→	→	X							
4. Ensure ongoing coordination with Healthy Cumberland County as well as mechanisms to keep data updated.					X→	→	→	→	→	→	→	→
5. Prepare section of report to PHWG to go to legislature.						X→	→ X					
Healthy Cumberland County												
1. Submit bundled Healthy Maine Partnership RFP application to MCDC.		X										
2. Jointly coordinate regional activities; share information and resources.					X→	→	→	→	→	→	→	→
3. Monitor grants and contract deliverables.					X→	→	→	→	→	→	→	→
4. Coordinate with Health Data Committee to share information and resources and ensure that all required assessments are completed; work with HDC on Regional plan.					X→	→	→	→	→	→	→	→
Legislative												
1. Monitor any related legislation and report back to full group.	X→	→ X										
2. Provide information to Steering Committee on PHWG and RCCS actions regarding progress on key goals, and make recommendations on further legislative actions, as needed.			X→	→	→	→	→	→	→	→	→	→
3. Act on specific legislative initiatives identified by Steering Committee or full group.									X→	→	→	→
4. Hold meetings of Legislative Committee as needed, and assure broad representation from across the county.	X→	→	→	→	→	→	→	→	→	→	→	→
Full Group												
1. Meet regularly to vote on recommendations made by Committees.	X				X		X		X		X	
2. Participate on Committees.												
3. Represent constituencies of your organization/town.												
4. Help educate others on the Council's work.												