

DRAFT 1/5/13 – Work Plan for Workforce Committee

Objectives	Supporting Activities	Target Date	Responsible Parties	Status of Activity	Measures of Success
Set priorities for which Health Care Work Force Strategic Plan recommendations are addressed.	<ul style="list-style-type: none"> Review and refine draft charter Review membership list for gaps Develop 2014 meeting schedule Identify resource needs 	March 2014	Staff; co-chairs; work group members	<ul style="list-style-type: none"> Draft charter Membership list developed Draft work plan 	<ul style="list-style-type: none"> Final Charter Comprehensive membership list 2014 meeting schedule Resources are adequate to accomplish objectives
Analysis of the supply surveys and demand metrics will occur throughout the term of the VHCIP grant period in order to inform and guide the implementation of the recommendations.	<ul style="list-style-type: none"> 	December 2014?	Staff; co-chairs; work group members		<ul style="list-style-type: none">
Obtain consultants to assist with selected work group activities	<ul style="list-style-type: none"> Identify activities that could benefit from consultant expertise Develop scope of work and RFP Issue RFP Review bids Select vendor Execute contract 	March 2014	Staff; co-chairs; work group members; Core Team		<ul style="list-style-type: none"> Contract in place
Coordinate and collaborate with other work groups	<ul style="list-style-type: none"> Identify activities led by other work groups that relate to activities of Workforce Work Group Develop mechanisms for reporting about related activities to other work groups, and for obtaining information about related activities from other work groups 	Ongoing	Staff; co-chairs; work group members; other work groups		<ul style="list-style-type: none"> Well-coordinated and aligned activities among work groups
Select proposals to implement, review projects In process	<ul style="list-style-type: none"> 		Staff; co-chairs; work group members	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
Update Workforce	<ul style="list-style-type: none"> 	September-			<ul style="list-style-type: none">

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Strategic Plan		December 2014			