

# DENVER HIV RESOURCES PLANNING COUNCIL

Planning Council Strategic Calendar

2009-2010

## SEPTEMBER '09

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- Create Annual Operations Plan
  - Outlines goals and key objects that direct Planning Council operations
  - Created by the Leadership Committee
  - Directed by Comprehensive Plan
  - Incorporates changes in the environment
  - Driven by data
  - Creates Workgroups to accomplish key objects and Planning Council Processes (Priorities, Needs Assessment, Comprehensive Plan)
- Comprehensive Plan Workgroup: Implements Comprehensive Planning Process (Started in April per three year cycle)

## OCTOBER '09

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25	26	27	28	29	30	31

- Start Needs Assessment Workgroup
  - Create RFP for contractor
  - Analyze existing data to determine focus and scope of Needs Assessment
- Start Subject Specific Workgroups to address key areas per data and coming out of the priorities process
- Finalize Needs Assessment Plan and begin implementation
- Assist DOHR with Grant Writing
- Comprehensive Plan Workgroup: Implements Comprehensive Planning Process
- MOHR to present Aggregate Mid-Year Report data regarding possible reallocation needs.

## NOVEMBER '09

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29	30					

- Needs Assessment Workgroup: Continue Implementation of Needs Assessment
- Continue Subject Specific Workgroups
- Comprehensive Plan Workgroup: Finalize Comprehensive Plan through Leadership Committee

## DECEMBER '09

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27	28	29	30	31		

- Needs Assessment Workgroup: Continue Implementation of Needs Assessment
- Continue Subject Specific Workgroups
- Formal Review of Annual Operating Plan
  - Determine success of implementation
  - Determine if changes need to be made and if any additional Subject Specific Workgroups are needed
- Comprehensive Plan Workgroup:
  - Approval by Planning Council
  - End Comprehensive Plan Workgroup

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## JANUARY '10

S	M	T	W	Th	F	S
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- Needs Assessment Workgroup: Continue Implementation of Needs Assessment
- Continue Subject Specific Workgroups and launch new ones according to the Formal Review of Annual Operating Plan

## FEBRUARY '10

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- Needs Assessment Workgroup: Continue Implementation of Needs Assessment
- Continue Subject Specific Workgroups

## MARCH '10

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- Needs Assessment Workgroup: Continue Implementation of Needs Assessment
- Continue Subject Specific Workgroups
- Review of the Standards of Care and creation of Workgroups if Standards need to be updated. Invite DOHR feedback based on prior Site Visit process.

## APRIL '10

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- Needs Assessment Workgroup: Continue Implementation of Needs Assessment
- Continue Subject Specific Workgroups
- Create Workgroup to organize and manage Priorities (including MAI, or create a separate Workgroup)
- Create Comprehensive Plan Workgroup (every three years)

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MAY '10						
S	M	T	W	Th	F	S
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- Needs Assessment Workgroup: Complete Needs Assessment
- Continue Subject Specific Workgroups
- Finalize revisions for the Standards of Care
- Priorities Workgroup:
  - Create RFP for facilitation
  - Finalize time and dates of Priorities and other preparations and related meetings
- Comprehensive Plan Workgroup
  - Create RFP for contractor
  - Develop Comprehensive Plan timelines and due dates

JUNE '10						
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- Needs Assessment Workgroup
  - Disseminate Needs Assessment Results
  - End Workgroup
- Continue Subject Specific Workgroups
- Priorities Workgroup:
  - Distribute information on Priorities to community and providers
  - Choose a contractor
- Comprehensive Plan Workgroup
  - Choose contractor
  - Contractor creates process to create Comprehensive Plan

JULY '10						
S	M	T	W	Th	F	S
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- Priorities Workgroup: Ensures everything is ready to go for Priorities event
- Start to wrap up Subject Specific Workgroups (these may continue if they have not finished goals)
- Comprehensive Plan Workgroup: Implements Comprehensive Planning Process

August '10						
S	M	T	W	Th	F	S
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22	23	24	25	26	27	28
29	30	31				

- Conduct Priorities event and end Priorities Workgroup
- Comprehensive Plan Workgroup: Implements Comprehensive Planning Process