

Priorities & Strategies Plan

Draft - September 2021

In the next 6 to 12 months, in order of priority, the Spokane Collaborative will focus on the following priorities to sustain its mission:

1. **Building roles & goals of the Collaborative Connection Team (CCT)**
2. **Building tools for Collaborative members to use in raising community awareness, interest, and engagement**
3. **Defining roles of the Collaborative in community & roles of members in the Collaborative (aka 2022 Charter & MOU)**

What follows are the results of the process, and include:

- A prioritized list of Collaborative goals, strategies (direction to achieve goal) and suggested tactics (activities to achieve goal)
- Anticipated outcomes from activities (note: consult with SRHD on Wilder factors & outcomes)

DRAFT Priority Plan begins on next page

Priority 1: Building roles & goals of the Collaborative Connection Team (CCT)

<p>Related Wilder collaborative factor(s):</p> <ul style="list-style-type: none"> • Sufficient funds, staff, materials, and time • Engaged stakeholders • Collaborative group seen as a legitimate leader in the community 	
<p>Anticipated Outcomes:</p> <ul style="list-style-type: none"> • To be developed 	
<p>Strategies & Tactics</p>	<p>Strategy 1: Onboarding & mentor role</p> <p>Collaborative Connections Team (CCT) members will serve as mentors to new members and will share orientation information about the Collaborative.</p> <p>Tactic 1: Create information packet for tour guides to use for onboarding. Packet to include:</p> <ul style="list-style-type: none"> • Information about Better Health Together & its roles/responsibilities/commitment to the Collaborative • Historical context • A timeline of the Collaborative’s accomplishments • The vision for the Collaborative • What work we’re currently doing • What is expected of members – depending on level of engagement • Where to find meeting notes/materials/key documents on the website • Biographies on current CCT members <p>Tactic 2: Design & launch onboarding process. Process will include:</p> <ul style="list-style-type: none"> • How a new member (individual or organization) can get connected to the Collaborative <ul style="list-style-type: none"> ▪ Button on the website - link to survey similar to coffee date ▪ Email to BHT staff ▪ Connecting/Conversation with a Collaborative/CCT member (see Priority 2) • How a new member (individual or organization) is connected to their tour guide <ul style="list-style-type: none"> ▪ BHT connects to a mentor from the CCT via email (language: guide will share their experience as a Collab member, talk thru overview, answer any questions, etc.) ▪ BHT will connect to a specific guide based on sector, interests, and availability; rotating through to not overburden any individual CCT member <p style="text-align: right;">By when:</p> <p>Strategy 1 overall</p> <ul style="list-style-type: none"> • Pilot & adjust in Q3 • Fully launch by Q4 <p>Tactic 1</p> <ul style="list-style-type: none"> • Packet drafted in July • Packet finalized by end Aug <p>Tactic 2</p> <ul style="list-style-type: none"> • Design in July • Pilot in August • Finalize in Sept

- What's expected of the mentor
 - Start with a relational meeting to learn more about the new organization and members
 - Share overview information & what's happening in workgroup(s)
 - Flexible - driven by new member, intensive or not depending on needs
 - Mentor will have no more than one mentee at a time

Strategy 2: Supportive guidance of Collaborative projects role – UNDER DEVELOPMENT

Collaborative Connections Team (CCT) members will provide support and oversight of Collaborative project, such as equity workgroup projects.

Tactic 1: Design a pilot of how to provide regular, ongoing support of the equity workgroups, to be tested in September

- ID final list of tactics - define what we want the process to look like
- Steps/"to do" list for tactics - what do we need to launch pilot?
 - Standard agenda
 - Tracking document of notes/successes/etc.
 - Timeline – what happens monthly? What happens at 6-month reporting? Etc.
 - Reports from each group on progress, challenges, successes, and where they could use support (template)
- CCT role
 - Invite workgroup members to join CCT to share out
 - Create standard agenda for workgroups – including check-in by CCT member who has reviewed docs in advance
 - Offer educational opportunities/training and leadership support to workgroup participants
 - Be co-facilitators/facilitation allies with BHT facilitators
- Considerations
 - How do we not expand the burden of work on the workgroup lead/workgroup members?
 - How do we celebrate wins & successes?

By when:

Strategy 2 overall

- SEPTEMBER CCT topic

Tactic 1

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Tactic 2

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Strategy 3: Guiding growth of the Collaborative – UNDER DEVELOPMENT

Collaborative Connections Team (CCT) members will ...

Tactics:

- Identifying & pursuing continued funding opportunities
- Identifying & pursuing partnership & policy opportunities
- Reviewing & updating Charter, MOU, and similar documents
- ...

By when:

Strategy 3 overall

- Fall 2021

Tactic 1

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Tactic 2

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Priority 2: Building tools for Collaborative members to use in raising community awareness, interest, and engagement

Related Wilder collaborative factor(s): <ul style="list-style-type: none"> • Collaborative group seen as a legitimate leader in the community 		
Anticipated Outcomes: <ul style="list-style-type: none"> • To be developed 		
Strategies & Tactics	<p>Strategy 1: Communication tools packet</p> <p>Create a communication tools packet for Collaborative members to use as an “invitation to engage” with colleagues and other organizations.</p> <p>Tactic 1: Create information packet, to include:</p> <ul style="list-style-type: none"> • Collaborative overview documents – from mentor packet above • Outreach guide & recruitment flyer <p>Tactic 2: Update BHT website to include information packet & how to connect, to include:</p> <ul style="list-style-type: none"> • Outreach guide w/ email language & elevator pitch • Collab Overview • CCT bios • Member list 	<p>By when:</p> <p>Strategy 1 overall</p> <ul style="list-style-type: none"> • September 2021 <p>Tactic 1</p> <ul style="list-style-type: none"> • Complete near-final drafts for piloting by Sept 2021 • Final docs by EOY <p>Tactic 2</p> <ul style="list-style-type: none"> • September 2021
	<p>Strategy 2: Outreach to organizations & colleagues</p> <p>Collaborative members use the communication tools to talk to organizations they’d like to see at the Collaborative but who aren’t currently a part and/or to communicate internally to colleagues or leadership at their organization about what the Collaborative is and what it does.</p> <p>Tactic 1: Outreach to non-member organizations</p> <ul style="list-style-type: none"> • <u>Pilot V1</u>: Collaborative members use the communication tools to talk to at least 1 organization they’d like to see at the Collaborative but who isn’t a part yet about what the Collaborative is and what it does • Outreach guide & recruitment flyer shared with Collab members • Framework/timeline for outreach 	<p>By when:</p> <p>Strategy 2 overall</p> <ul style="list-style-type: none"> • Pilot in Fall 2021 <p>Tactic 1</p> <ul style="list-style-type: none"> • Pilot in Sept/Oct 2021 • Feedback & revisions to docs & process in Oct/Nov 2021 <p>Tactic 2</p>

- Discuss at Collab sectors/partners/etc. who are missing

Tactic 2: Outreach to internal staff at home organization

- Pilot V2: Collaborative members use the communication tools to communicate internally to colleagues or leadership at their organization about what the Collaborative is and what it does
- Overview docs & outreach guide shared with Collab members
- Framework/timeline for outreach

- Pilot in Sept/Oct 2021
- Feedback & revisions to docs & process in Oct/Nov 2021

Priority 3: Defining roles of the Collaborative in community & roles of members in the Collaborative (aka 2022 Charter & MOU)

<p>Related Wilder collaborative factor(s):</p> <ul style="list-style-type: none"> • Multiple layers of participation • Appropriate cross section of members 	
<p>Anticipated Outcomes: To be developed</p>	
<p>Strategies & Tactics</p>	<p>Strategy 1: Define the roles and engagement levels of members in the Collaborative – <u>UNDER DEVELOPMENT</u></p> <p>Collaborative members and CCT review & define the roles of members, and in turn revise the membership MOU and process for future year(s).</p> <p>Tactic 1: Define levels of engagement for Collaborative members</p> <ul style="list-style-type: none"> • Guided discussion of CCT & Collaborative to define different levels of engagement for members • Summary document as resource for existing & incoming members <p>Tactic 2: Revise Collaborative MOU for 2022 based on Tactic 1</p> <ul style="list-style-type: none"> • TBD <p>Initial discussion notes (CCT August 2021)</p> <ul style="list-style-type: none"> • What kind of responses are you getting for MOU return? - lower these days • Something to get consent to list org as a Collab member • Ground rules for engagement - intro document + can your org be listed • Trade-off - what the commitment is to coming to meetings vs. come one come all • Never had to kick someone out for not participating. Set expectations is helpful. • If you have an org working to counter purposes, so setting some ground rules • Consent to list your org name becomes critical- understanding that in advocacy/policy work how name might be used <p style="text-align: right;">By when:</p> <p>Strategy 1 overall</p> <ul style="list-style-type: none"> • End of Year 2021 <p>Tactic 1</p> <ul style="list-style-type: none"> • Q2 2021 <p>Tactic 2</p> <ul style="list-style-type: none"> • Oct/Nov 2021

Strategy 2: Review & revise the Collaborative Charter to define the role(s) of the Collaborative in the community – UNDER DEVELOPMENT

Collaborative members and CCT review & define the roles of the Collaborative, including vision and approaches to work & financing, and in turn revise the Charter for future year(s).

Tactic 1: Review of Vision, Governance, & Fiscal Guiding Principles

- TBD

Tactic 2: Revise Collaborative Charter for 2022 based on Tactic 1

- TBD

Initial discussion notes (CCT August 2021)

- Typically renew Charter annually, but do we want a more evergreen one?
- Inclusion of “Defining Engagement” work
- What needs revised? Added? Bring in equity concepts, esp for rules of engagement
- A lot of how we originally organized this was around the pieces of the Medicaid Waiver. Can we make it less specific to Waiver, set out what are the Collab goals & tasks that are less timebound. Then come up with yearly strategic goals. But have this as a more evergreen guiding document.
- Vision? – feels largely still in line, but may be time to have review esp with having new members
- Fiscal principles – do we need to include process overview as well as general principles? – don’t want to get too specific if we want this to be evergreen; something high level principle (collective practices for making fund decisions) but not process-y

By when:

Strategy 2 overall

- End of Year 2021

Tactic 1

- Q4 2021

Tactic 2

- Q4 2021