

<b>TASK</b>	<b>Month</b>
<b>Stakeholders Meeting - Decatur County Memorial Hospital</b>	<b>10/24/2008</b>
<b>Stakeholders Meeting - Dearborn County Hospital</b>	<b>12/8/2008</b>
<b>Stakeholders Meeting - Margaret Mary Community Hospital (Tentative)</b>	<b>January (Tentative)</b>
<b>Steering Committee Meeting #1</b>	<b>12/8/2008</b>
Review Federal AHEC Center Requirements and IN-AHEC Mission, Goals & Objectives	
Review Proposed Steering Committee Work Plan	
Schedule Steering Committee Meetings	
Identify the Key "Who" Key Stakeholders Should Be Involved in Current Steering and Future Advising	
Identify Constituencies	
Identify Individuals or Positions	
Identify needed research activities for AHEC Program Office Staff and Steering Committee	
<b>Steering Committee Meeting #2</b>	<b>1/16/2009</b>
Identify the primary "What" this AHEC should accomplish	
Examine Program Requirements	
Examine Regional Needs/Assets and Priorities	
Identify the Primary "How" this AHEC should be structured	
Examine National AHEC Organizational Models	
Examine Successful Regional Models for Other Programs	
Identify needed research activities for AHEC Program Office Staff and Steering Committee	
<b>Steering Committee Meeting #3</b>	<b>2/20/2009</b>
Identify the primary "How" is this AHEC going to be financed?	
Examine Current Proposed EI-AHEC Budget	
Examine Federal Funding Timeline Considerations	
Examine AHEC Program Advisory Board Development Committee Recommendations	
<b>Steering Committee Meeting #4</b>	<b>3/20/2009</b>
Identify the possibilities for "Where" this AHEC should be housed.	
Identify Organizational Characteristics	
Identify Selection Process	
Identify needed research activities for AHEC Program Office Staff and Steering Committee	
<b>Steering Committee Meeting #5</b>	<b>4/17/2009 (Tentative)</b>
Identify "What" name will be on the contract	
Identify location for EI-AHEC Office	
Identify Interim Director and Administrative Contact	
Identify needed research activities for AHEC Program Office Staff and Steering Committee	
<b>Steering Committee Meeting #6</b>	<b>5/15/2009 (Tentative)</b>
Draft EI-AHEC Budget (from federal sources and cost-share sources)	
Develop EI-AHEC Scope of Work	
Identify Underwriting Needs	
Identify needed research activities for AHEC Program Office Staff and Steering Committee	

**EI-AHEC Steering Committee  
Governing and Management Structure Alternatives**

	<b>This model works best when:</b>	<b>This model faces challenges when:</b>
<b>Stand-Alone Not-For-Profit</b>	<ul style="list-style-type: none"> <li>• A strong governing board is committed to the AHEC mission.</li> <li>• The governing board embraces diversified fiscal development to sustain the AHEC mission and has fiscal development infrastructure.</li> <li>• The governing board’s members integrate the AHEC mission into their personal and organizational priorities.</li> <li>• The governing board is committed to building strong community partnerships with a host of varied stakeholders.</li> <li>• The governing board has strong leadership that is supports the AHEC Center director and facilitates necessary legal and operational oversight.</li> <li>• The board is willing and able to set policy direction for the AHEC Center Director that supports the AHEC mission.</li> </ul>	<ul style="list-style-type: none"> <li>• The governing board is unclear or divisive about the AHEC mission.</li> <li>• The governing board views federal funding as the primary fiscal sustainability strategy.</li> <li>• The governing board has not established a fiscal development infrastructure.</li> <li>• The governing board views the AHEC mission as non-essential to their personal and organizational priorities.</li> <li>• The governing board views AHEC as an isolated program with limited partnership opportunities.</li> <li>• The governing board expects full legal and operational oversight to be achieved by the AHEC Center director.</li> <li>• The governing board is not interested in engaging in setting policy direction.</li> </ul>
<b>Host-Sponsored</b>	<ul style="list-style-type: none"> <li>• The host organization is committed to the AHEC mission.</li> <li>• The host organization is committed to establishing a strong advisory board for the AHEC and will view the advisory board as the key leadership voice to support the AHEC’s mission.</li> <li>• Diversified fiscal development is embraced by the host organization to sustain the AHEC mission and utilizes existing fiscal development infrastructure to support AHEC.</li> <li>• Highest levels of leadership support the AHEC mission and integrate it into existing mission-related activities.</li> <li>• The host organization is actively engaged in community partnership activities with a host of varied stakeholders.</li> <li>• AHEC Center Director has organizational reporting lines to support operations.</li> </ul>	<ul style="list-style-type: none"> <li>• The host organization views the AHEC mission as tangential to its mission.</li> <li>• The host organization is not committed to establishing a strong advisory board for the AHEC or does not view the advisory board as the key leadership voice to support the AHEC’s mission.</li> <li>• The host organization views AHEC primarily as an income stream to support other organizational priorities.</li> <li>• The host organization does not leverage its existing resources to integrate AHEC into its existing mission-related activities.</li> <li>• The host organization is not actively engaged in community partnership activities with a host of varied stakeholders.</li> <li>• The AHEC Center Director lacks organizational reporting lines.</li> <li>• The AHEC is viewed as a “competing” for organizational resources.</li> </ul>
<b>Other Creative Structure (e.g., consortium)</b>	<ul style="list-style-type: none"> <li>• The creative governing and management structure has a history of successful endeavors.</li> <li>• The creative governing and management structure is committed to establishing a strong advisory board for the AHEC and will view the advisory board as the key leadership voice to support the AHEC’s mission.</li> <li>• All partners in the creative governing and management structure are committed to the AHEC mission.</li> <li>• Diversified fiscal development is embraced by the creative governing and management structure to sustain the AHEC mission and fiscal development infrastructure is arranged to support AHEC.</li> <li>• Highest levels of leadership among the creative governing and management structure support the AHEC mission and integrate it into existing mission-related activities.</li> <li>• The creative governing and management structure is actively engaged in community partnership activities with a host of varied stakeholders.</li> <li>• AHEC Center Director has organizational reporting lines within the creative management structure to support operational objectives.</li> </ul>	<ul style="list-style-type: none"> <li>• The creative governing and management structure does not have a history of successful endeavors.</li> <li>• The creative governing and management structure is not committed to establishing a strong advisory board for the AHEC or will not view the advisory board as the key leadership voice to support the AHEC’s mission.</li> <li>• All partners in the creative governing and management structure are not committed to the AHEC mission.</li> <li>• Diversified fiscal development is not embraced by the creative governing and management structure to sustain the AHEC mission or fiscal development infrastructure is not arranged to support AHEC.</li> <li>• Highest levels of leadership among the creative governing and management structure do not support the AHEC mission or do not integrate it into existing mission-related activities.</li> <li>• The creative governing and management structure is not actively engaged in community partnership activities with a host of varied stakeholders.</li> <li>• AHEC Center Director does not have organizational reporting lines within the creative management structure to support operational objectives.</li> </ul>

**EI-AHEC Steering Committee  
Host Organization Consideration**

	<b>This type of organization works best when:</b>	<b>This type of organization faces challenges when:</b>
<b>Institution for Higher Education</b>	<ul style="list-style-type: none"> <li>• The institution supports a variety of health professions education programs.</li> <li>• The institution has a history of working with other institutions of higher education on collaborative community projects.</li> <li>• The institution’s mission prioritizes responding to the workforce needs of the state.</li> <li>• The institution engages in community-based and ambulatory clinical training experiences.</li> <li>• The institution embraces service learning in higher education and K-12 education.</li> <li>• The institution embraces the AHEC mission.</li> <li>• The institution is willing to form and empower a regional community advisory board that is diverse and inclusive (both constituency-wise and geographically).</li> <li>• The institution can support cost-share through leveraging existing infrastructure and program dollars.</li> </ul>	<ul style="list-style-type: none"> <li>• The institution has a limited number of health professions training programs.</li> <li>• The institution does not have a history of working with other institutions of higher education on collaborative community projects.</li> <li>• The institution’s mission does not prioritize responding to the workforce needs of the state.</li> <li>• The institution does not engage in community-based and ambulatory clinical training experiences.</li> <li>• The institution does not embrace service learning in higher education and K-12 education.</li> <li>• The institution does not embrace the AHEC mission.</li> <li>• The institution is not willing or able to form and empower a regional community advisory board that is diverse and inclusive (both constituency-wise and geographically).</li> <li>• The institution cannot support cost-share through leveraging existing infrastructure and program dollars.</li> </ul>
<b>Hospital or Healthcare Delivery System</b>	<ul style="list-style-type: none"> <li>• The hospital or healthcare delivery system supports clinical training experiences for a variety of health professions students.</li> <li>• The hospital or healthcare delivery system has a history of working with other healthcare providers, K-12 schools, and institutions of higher education.</li> <li>• The hospital or healthcare delivery system’s mission prioritizes responding to the needs of the medically underserved and all health professions workforce needs in the community.</li> <li>• The hospital or healthcare delivery system is willing to form and empower a regional community advisory board that is diverse and inclusive (both constituency-wise and geographically).</li> <li>• The hospital or healthcare delivery system can support cost-share through leveraging existing infrastructure and program dollars.</li> </ul>	<ul style="list-style-type: none"> <li>• The hospital or healthcare delivery system does not support clinical training experiences for a variety of health professions students.</li> <li>• The hospital or healthcare delivery system does not have a history of working with other healthcare providers, K-12 schools, and institutions of higher education.</li> <li>• The hospital or healthcare delivery system’s mission does not prioritize responding to the needs of the medically underserved and all health professions workforce needs in the community.</li> <li>• The hospital or healthcare delivery system is not willing or able to form and empower a regional community advisory board that is diverse and inclusive (both constituency-wise and geographically).</li> <li>• The hospital or healthcare delivery system cannot support cost-share through leveraging existing infrastructure and program dollars.</li> </ul>
<b>Other Not-For-Profit Organization</b>	<ul style="list-style-type: none"> <li>• The NFP has experience working with K-12 schools, healthcare delivery partners and higher education.</li> <li>• The NFP’s mission prioritizes responding to community needs of the medically underserved and health professions shortages.</li> <li>• The NFP’s infrastructure is capable of supporting the grants management, compliance and human resources needs of operating an AHEC.</li> <li>• The NFP supports the AHEC mission.</li> <li>• The NFP is willing to form and empower a regional community advisory board that is diverse and inclusive (both constituency-wise and geographically).</li> <li>• The institution can support cost-share through leveraging existing infrastructure and program dollars.</li> </ul>	<ul style="list-style-type: none"> <li>• The NFP does not have experience working with K-12 schools, healthcare delivery partners and/or higher education.</li> <li>• The NFP’s mission does not prioritize responding to community needs of the medically underserved and health professions shortages.</li> <li>• The NFP’s infrastructure is not capable of supporting the grants management, compliance and human resources needs of operating an AHEC.</li> <li>• The NFP’s mission is tangential to or conflicts with the AHEC mission.</li> <li>• The NFP is not willing or able to form and empower a regional community advisory board that is diverse and inclusive (both constituency-wise and geographically).</li> <li>• The institution cannot support cost-share through leveraging existing infrastructure and program dollars.</li> </ul>