

**ALLIANCE STEERING COMMITTEE
2005-06 Annual Action Plan and 2005-2010 Five-Year Strategic Plan Development**

I. Community Partnerships Workgroup

Chair: Phyllis Bruno
Members: Bonnie Mason, Rob Lombardo, Michael Gervasi

Reporting Period: March 01, 2005 to June 30, 2006

Recommendation: Identify leaders and models statewide to mobilize partnerships to identify and address diabetes issues.

Champion: Rob Lombardo

Impact Objective:
--Reduce diabetes death rate.
--Reduce the rate of lower extremity amputations in persons with diabetes.

Strategy (Process Objective): Enlist representatives on the Florida Alliance for Diabetes Prevention and Care who are not currently represented.

Action Steps	Person Responsible	Progress Report	Start Date	Finish Date
1. Draft a one-page description of characteristics of desired member organizations and member responsibilities letter of invitation to potential partners.	Rob	Done: Consensus edits made by workgroup; ready for review by steering committee	02/24/05	03/24/05
2. Compile list of potential members.	All	Send lists to M.R. to compile the list.	02/24/05	04/15/05 & ongoing
3. Use Arthritis program's letter to draft an invitation letter and N.C.'s 5-A-Day member application form to draft an Alliance membership application form..	M.R.	Done: Consensus edits made by workgroup; ready for review by steering committee	02/24/05	03/24/05
4. Present list to steering committee to review for completeness/eliminate duplications.	Phyllis	M.R. will email to steering committee members on behalf of Phyllis.	02/24/05	04/15/05
5. Mail invitations.	M.R.	Quarterly	04/25/05	06/30/06
6. Follow up with contacts who were invited to join the Alliance.	All	M.R. will compile responses and report new applications to steering committee quarterly.	04/25/05	06/30/06
7. Update list of members.	M.R.	M.R. will update membership roster and DOH/DPCP website quarterly.	04/25/05	06/30/06

Evaluation: Number of organizations invited to participate.
Number of new organizations which become members.
Analysis of representation based on state demographics and relevant professions.

II. Education Workgroup

Chair: Amy Waller

Members: Dawn Smith, Josephine Mercado (alt. Aracely Robledo), Rosa Carranza, Michael Gervasi, Pauline Ellis

Reporting Period: March 01, 2005 to June 30, 2006

Recommendation: Educate health care professionals about diabetes prevention and care through networking, websites, CD Rom, and listservs, at interdisciplinary conferences and at an annual statewide diabetes summit.

Recommendation: Educate communities about diabetes prevention and care.

Champion: NOT IDENTIFIED

Impact Objective:
 --Reduce diabetes death rate.
 --Reduce the rate of lower extremity amputations in persons with diabetes.

Strategy (Process Objective) 1: Promote educational opportunities to health care professionals, community organizations, and individuals.

Action Steps	Person Responsible	Progress Report	Start Date	Finish Date
1. Recruit members to Education Workgroup.	Dawn Smith	On-going	02/25/05	06/30/06
2. Create subcommittee on curriculum development.	Dawn Smith	On-going (Additional members: Amy & Rob)	02/25/05	06/30/06
3. Compile list of educational opportunities.	M.R.	On-going (All opportunities to be submitted to M.R. to check for duplications & post on DOH website.)	02/25/05	06/30/06
4. Present list to steering committee for approval.	Amy	Quarterly	05/10/05	06/30/06
5. Post educational opportunities on the DOH/DPCP website.	M.R.	Quarterly M.R. is liaison for DOH/DPCP website.	05/12/05	06/30/06
6. Promote website to Alliance members and contacts.	All	On-going	02/24/05	06/30/06

Evaluation: Membership recruitment letters sent out.
 List of educational opportunities created and posted on the web.

Strategy (Process Objective) 2: Convene a statewide Diabetes Forum to promote awareness of diabetes issues and education, recruit partners, and share data.

Action Steps	Person Responsible	Progress Report	Start Date	Finish Date
1. Create subcommittee on annual forum.*	Pauline		02/24/05	05/31/05
2. Confirm date and location for forum.	Subcommittee		02/24/05	05/31/06
3. Request recommendations from Alliance steering committee for speakers and topics.	Subcommittee		02/24/05	05/31/06
4. Invite and confirm speakers.	Subcommittee		02/24/05	05/31/06
5. Promote forum to potential participants.	Subcommittee		02/24/05	05/31/06
6. Register participants.	Subcommittee		02/24/05	05/31/06
7. Prepare participant information packages.	Subcommittee		02/24/05	05/31/06
8. Convene statewide forum in conjunction with May 2006 Southern Regional Conference.	Subcommittee		02/24/05	05/31/06
9. Evaluate forum and determine whether it should be held on an annual basis.	Subcommittee		02/24/05	05/31/06

Evaluation: 2006 Diabetes Forum convened.
 Number of participants at forum.
 Number of forum participant evaluations received.
 Overall participant response to forum.

*Note: After it is established, the subcommittee on the annual forum will become the Annual Forum Workgroup.

III. Data Workgroup

Chair: Ferdie Richards
Members: Mike Hill, Kathy Hankins, Rob Lombardo

Reporting Period: March 01, 2005 to June 30, 2006

Recommendation: Establish and maintain a diabetes data resource list.

Champion: Ferdie Richards

Impact Objective:
 --Reduce diabetes death rate.
 --Reduce the rate of lower extremity amputations in persons with diabetes.

Strategy (Process Objective): **Compile and evaluate diabetes data through a diabetes data resource list.**

Action Steps	Person Responsible	Progress Report	Start Date	Finish Date
1. Compile list of data resources.	Ferdie Richards	On-going	03/08/05	06/30/06
1.a. Compile list of available AHCA data.	Ferdie Richards	On-going	03/08/05	06/30/06
2. Analyze available data.	Ferdie Richards	Quarterly beginning 04/05	04/05/05	06/30/06
3. Make recommendations for filling gaps in data.	All	Quarterly beginning 05/10/05	5/10/05	06/30/06
4. Promote website list of data resources to Alliance members and contacts.	All	On-going M.R. is liaison for DOH/DPCP website.	05/11/05	06/30/06

Evaluation: List of data resources created and posted on the web.
 Data analysis presented to Alliance steering committee each quarter.
 Recommendations presented to Alliance steering committee each quarter.
 Number of emails or other correspondence to Alliance members and other contacts each quarter promoting website list of data resources.