Enhanced Training Work Plan 2017-2018														
Action Steps	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Status
Project Planning and Workgroup														
Develop and Submit MMDHD CJS Workplan, develop project primer														
Contact Forums for Input														
Determine Workgroup Members														
Plan First Workgroup Meeting														
Conduct Workgroup Meetings														
Report on Workgroup														
Nopoli on Workgroup														
Review of Training Needs, Prioritization and Training														
Research and Secure Existing Materials														
Meet with PH leaders and Forums														
Develop Summary of Training Needs														
Review and Vet with Workgroup														
Establish Training Priorities, Determine Format,														
Audience and Vehicle														
Schedule Trainings														
Plan Trainings														
Conduct Trainings														
Training Report Development and Finalization														
Michigan Manual for Local PH Leaders														
Identify Pertinent Materials														
Survey LPH and others for Additional Materials														
Review with Workgroup, Determine Access Rights														
Determine Format for Manual on MALPH Website														
Install Website Page														
Test Website														
Load Materials														
Plan for Periodic Updates & Continuity														
Manual Report Development and Finalization														
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Action Steps	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Status
Mentoring Program for Public Health Professionals														
Input from Workgroup, MALPH, Forums and MDHHS on Need, Organization, Format, and Operation of the Mentorship Program														
Develop Program														
Implementation of the Mentorship Program														
Provide for Continuity of the Mentorship Program														
Mentorship Report Development and Finalization														
Identification of Training Gaps														
Review Available Needs Assessments														
Obtain input from non-administrative PH Staff														
Review Findings with Workgroup														
Training Gap Summary Report Development and Finalization														
Administrative														
Submit Billings														
Mid-Project Report														
Final Report														
MPPHC Presentation														

MMDHD/MALPH CJS Project: Enhanced Training for Senior Public Health Professionals

Project Goals

- (a) Collaborate to support local health department leadership/new health officer orientation.
- (b) Develop a *Mentorship Program*, along with a *Manual* of resources and guidance for new health officers, deputy health officers, medical directors, nurse administrators, emergency preparedness coordinators, environmental health directors and health educators.

Project Objectives

- (a) By February 28, 2018, complete a *Training Needs Analysis*, vet same with the Workgroup, and finalize training priorities.
- (b) By September 30, 2018, conduct trainings, based on training priorities identified in (a).
- (c) By September 30, 2018, determine materials appropriate for the *Michigan Manual for Local Public Health Leaders*, vet same with the Workgroup, and install on the MALPH Website.
- (d) By September 30, 2018, develop options for a *Mentoring Program for Public Health Leaders*, vet with the Workgroup and others, and implement based on need and feasibility.
- (e) By September 30, 2018, identify any training gaps for local public health professionals, and describe same in a summary report.