This workplan was approved by the FASD Advisory Committee in January 2019. The workplan was developed based on the TOR and serves as a touch point for decision making and communication for the advisory. The workplan should be be reviewed and updated quarterly to include accomplishments and challenges in the evaluation section of the workplan.

| **Function** | **Outcomes** | **Output** | **Led by Whom** | **Timelines** | **Evaluation** |
| --- | --- | --- | --- | --- | --- |
| 1. Diagnostic Services | Diagnostic services in Simcoe County | Local diagnostic services;  Increase local expertise;  Development of referral pathway | Diagnostic Sub-Committee | Ongoing – review monthly | ***July 2019*** *Simcoe County Physician did access the provincial training in 2018/19 and completed the FASD Diagnostic training.*  *A diagnostic clinic for children grades 4-8 is being piloted with in kind services from Simcoe County school boards, Student Success team – Barrie, CBHS and Community Agencies.*  *Internal referral pathway was completed and is being used at the monthly FASD Leadership Team meetings for the Emma King FASD classroom given that the referrals for the diagnostic clinic pilot are going through the SCDSB and SMDCSB first.* |
| 1. Program Delivery | FASD Clinic  Key Support Workers | Advocate for funding to sustain programs  Reporting to Ministry on Key workers stats | CTN; Catulpa; Advisory committee | Ongoing – review monthly | Are services meeting the needs of the community; stats from programs (#’s served; waitlist) |
| 1. School Programs | School programs (Section 23/ Social Skills) | Maintain existing services and develop new proposals based on needs | SCDSB | Ongoing – review monthly during school year | Are services meeting the needs of the community; stats from programs (#’s served; waitlist)  Ministry evaluation (3 years) |
| 1. Conference 2019 | Conference | Planning/Developing sessions/speakers | Conference committee | Sep 2019 | ***July 20019*** *a small conference planning committee was struck in late 2018. Mackenzie Health is the lead agency for the conference. Patty Barnes has organized several meeting to keep the planning moving. Speakers, venue, costs and communication have been the main focus for the planning meetings. Registration was underway in May.*  ***September 2019*** *Conference was held at the Nottawasaga Inn in Alliston. Conference was completely full and had a waitlist.*  *Conference broke even as per expenses and accounts receivable.*  *2020 Conference Committee has been established and York Region would like to participate in the planning.* |
| 1. Indigenous Representation | Ensure membership includes Indigenous cultural representation | Review annual membership for new representation.  Recommendations are culturally appropriate | Project Coordinator; Co-chairs | Annually | ***November 2019*** *Rachel Martin the supervisor of DBCFS will begin attending the advisory meetings. She also has a frontline worker who would fit well with leads group.* |
| 1. Prevention/Leads | Attendance at sub-groups | Bi-annual presentations to Advisory | Project Coordinator; Co-chairs | Bi-annually | Membership attendance |
| 1. Marketing FASD Supports in Simcoe County | Brochures, Events, Training Sessions to increase awareness | Where to find services | Project Coordinator | Annually | Survey results and modify trainings as necessary  ***July 2019*** *Brochures for the Simcoe county FASD Initiative and York Region were completed (French and English versions) and distributed. An electronic version that can be downloaded and printed can be found on the Catulpa Community Support Services website.* [*www.catulpa.on.ca*](http://www.catulpa.on.ca)  *Any upcoming changes to this brochure will be made directly on this website.* |