Phase One: Explore

Areas

- Goals and expectations: WHY would you consider CJS?
- Scope of the agreement: WHAT services and capacities would be shared?
- Partners and stakeholders: WHO are the partners that should be involved?

Examples of Issues to Consider

- What is the issue that needs to be addressed?
- What are the goals of the CJS initiative being considered?
- What are the public health services currently offered by each jurisdiction?
- What is the history of relationships among the jurisdictions affected by this effort?
- What are the guiding principles that the CJS effort would have? Do all the partners share these principles?
- What are the implications of the new agreement for buildings, office space, transportation, other properties, etc.?
- What kind of agreement will be at the base of the CJS initiative?
- What is the history of relationships among the stakeholders involved?
- How would the partners measure success?

Tools and Resources

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Phase Two: Prepare and Plan

Areas

- Context and history
- Governance
- Fiscal and service implications
- Legal sharing agreement
- Legal issues
- Logistical issues
- Communications
- Change management
- Timeline
- Monitoring
- Implementation and management
- Communications and change management
- Monitoring and improving

Examples of Issues to Consider

- What are possible strengths-weaknesses-opportunities-threats (SWOT) to consider in the development of the new initiative's action plan?
- What is the history of relationships among the stakeholders involved?
- What are the fiscal and service implications of the sharing initiative?
- What kind of agreement will be at the base of the CJS initiative?
- Are there issues related to uneven levels of local taxation to support public health services among the jurisdictions involved that need to be addressed?
- Are there any liability and insurance issues to be addressed?
- How will the parties communicate?
- What are the changes that will occur as a result of the CJS arrangements?
- Is there a timeline including specific steps that have to be taken for the success of the sharing initiative?
- Are the communications among all parties affected flowing well?
- Are the results of the activities satisfactory?

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Phase Three: Implement and Improve

Areas

- Implementation and management
- Communications and change management
- Monitoring and improving

Examples of Issues to Consider

- Are the activities being implemented as planned?
- Are the change management and the communications plans being implemented?
- Are the results of the activities satisfactory?

Tools and Resources

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