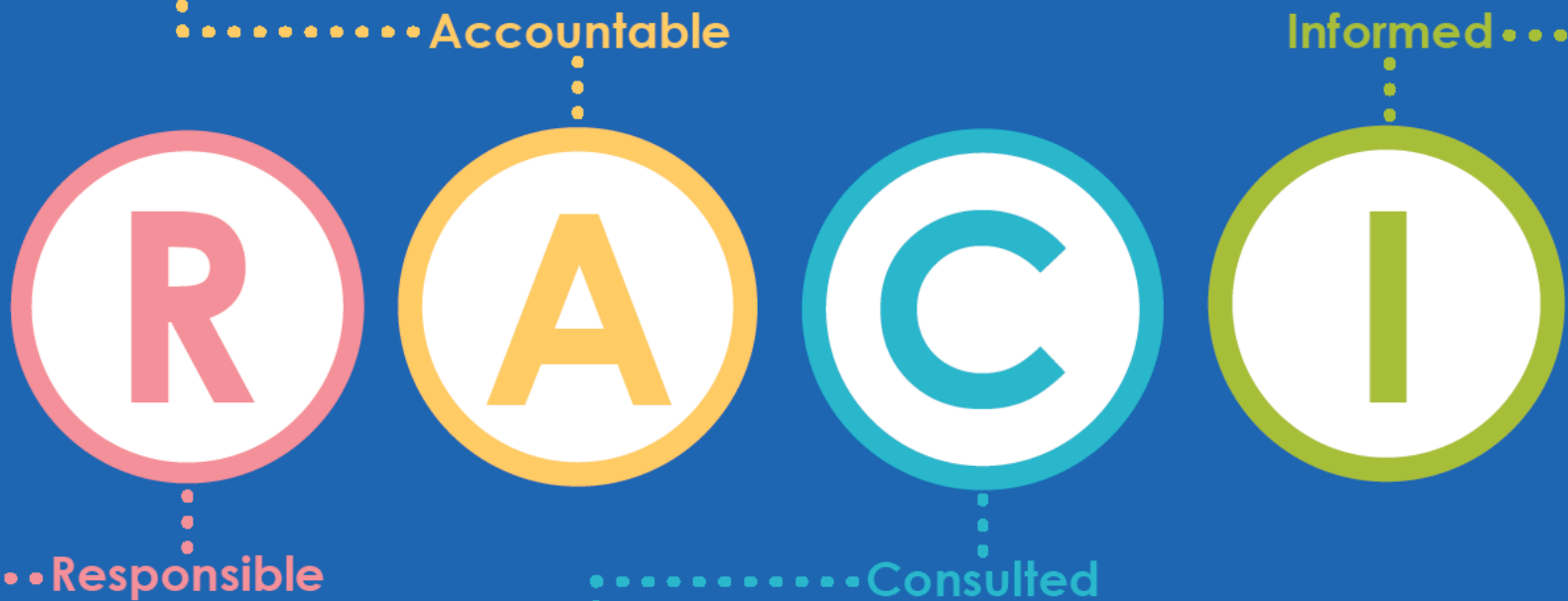


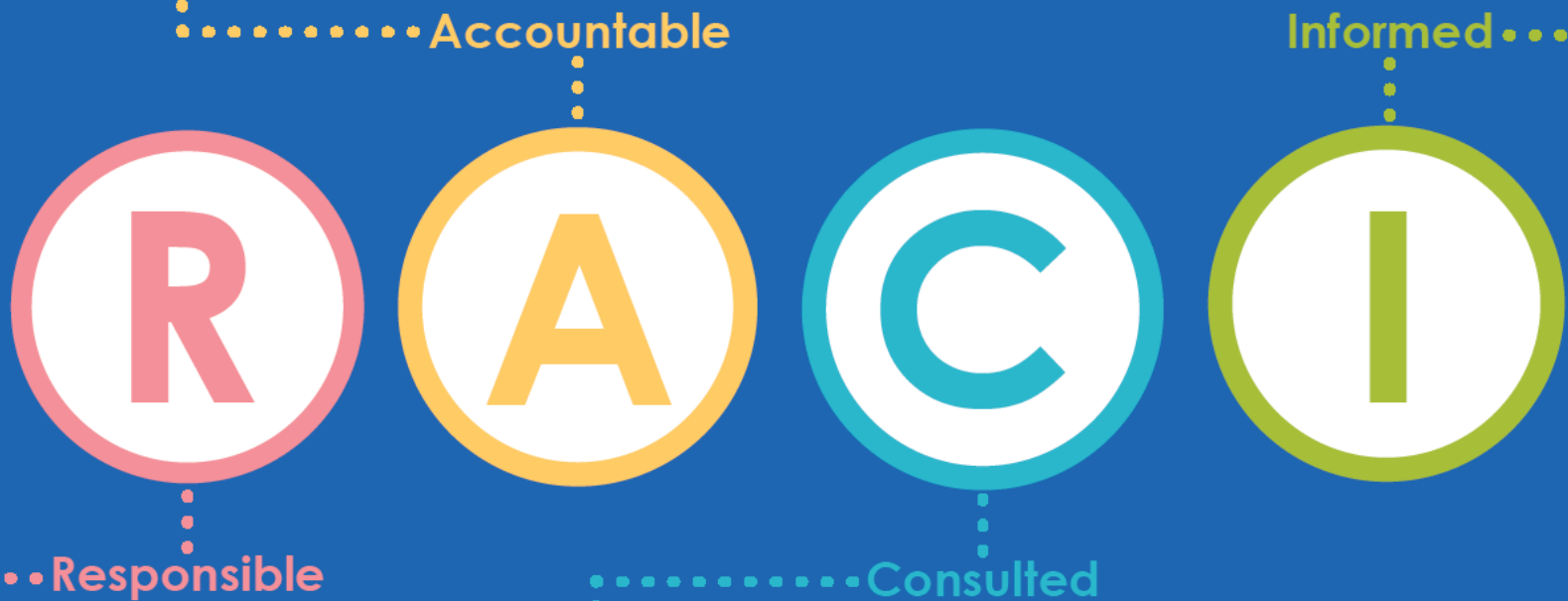


RACI Chart

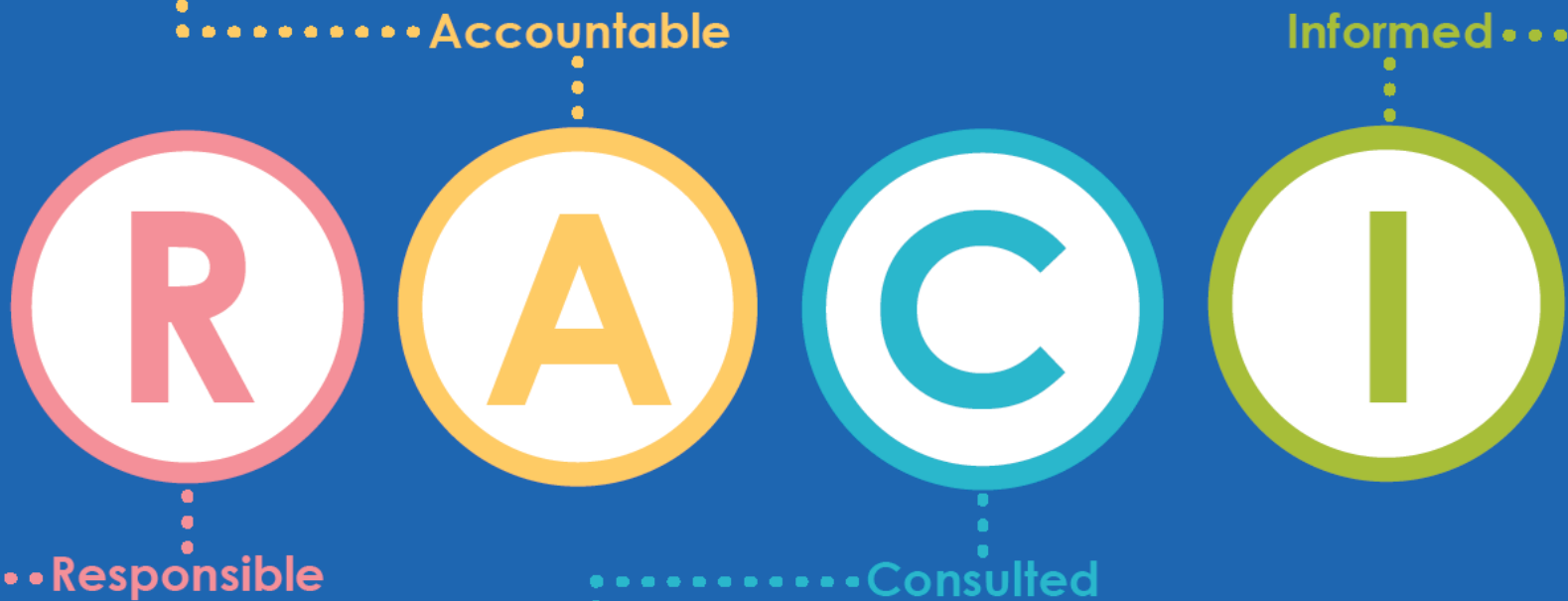
Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
Review of existing work plan template and process	May 2024	Michelle	Pam	Supervisors/ managers/ SLT		
Improvement of templates	Summer 2024	Michelle	Pam	Heidi Jennen Sabine Robert Ryan Gowan Staci Landry Natalie Stephens Carly McArthur		



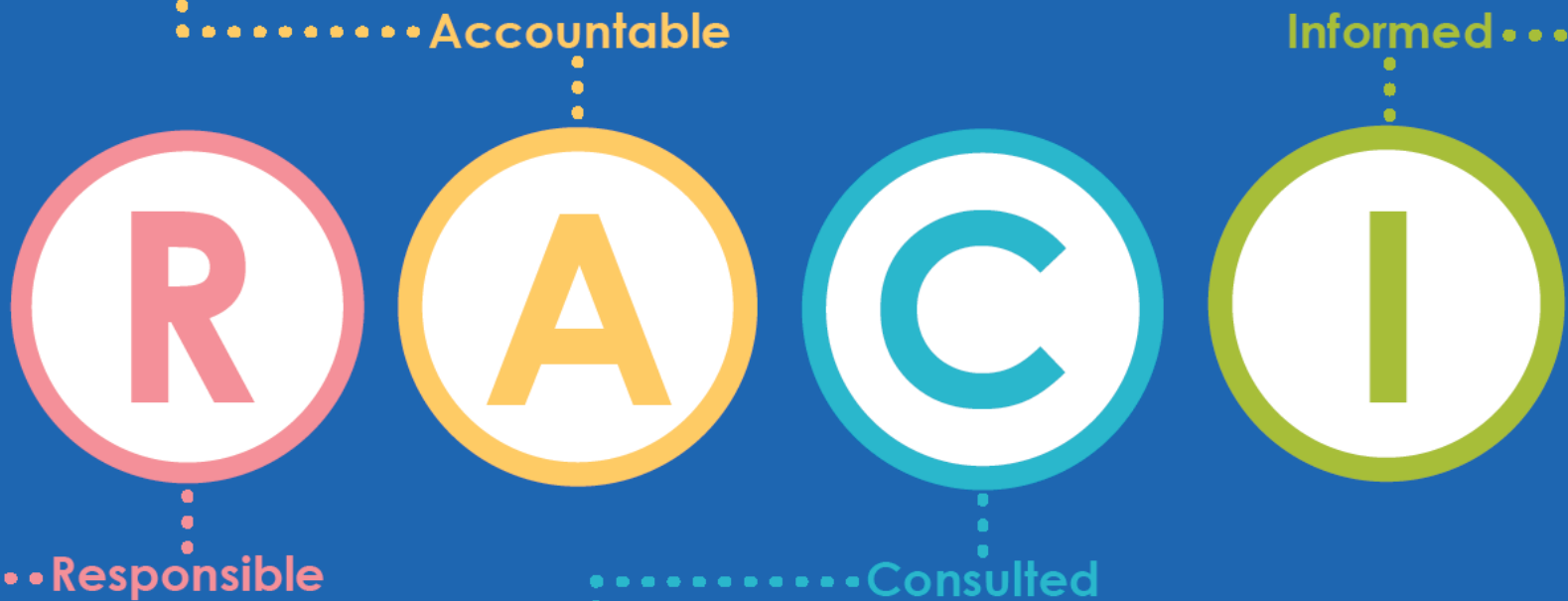
Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
Development of education/ communication	Summer 2024	Carly	Michelle	Heidi Jennen Sabine Robert Ryan Gowan Staci Landry Natalie Stephens	Pam	
Test education Sessions with Staff (and then update based on feedback)	September 2024	Natalie Stephens		Carly McArthur Heidi Jennen Sabine Robert Ryan Gowan Staci Landry Natalie Stephens	Managers / Supervisors	



Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
Education sessions with Staff	October 2024	Michelle	Pam	Heidi Jennen Sabine Robert Ryan Gowan Staci Landry Natalie Stephens Carly McArthur	Managers / Supervisors	
Compile projects from work plans into Business Plan	February 2025	Michelle	Pam	SLT	Managers / Supervisors	
Business Plan Release (compiled projects and core	February 2025	Carly	Michelle	SLT Council	Citizens	



Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
service listings with KPIs)						
Survey to Gather Lessons Learned from Staff	March 2025	Carly McArthur	Michelle	Supervisors/ managers/ directors Heidi Jennen Sabine Robert Ryan Gowan Staci Landry Natalie Stephens Carly McArthur	Pam	



Task List	Deadline to Complete	Responsible	Accountable	Consulted	Informed	Comments
Refine education and roll-out to staff	Fall 2025	Michelle	Pam	Heidi Jennen Sabine Robert Ryan Gowan Staci Landry Natalie Stephens Carly McArthur	Managers/ Supervisors / SLT	