

Action Plan for Knowledge Hubs

Action	Timing
<p>Alerts Alert RMLA to any relevant developments that can be included in targeted e-alert</p>	<p>Throughout the year</p>
<p>Publications Encourage members to contribute to RMLA publications (case note, RMJ article)</p>	<p>Prior to RMJ submission deadline 4 x yearly prompt to members</p>
<p>Submissions Co-ordinate draft submission(s) on relevant policy/legislative developments relevant to the SIG topic</p>	<p>As topics arise</p>
<p>Integration Liaise with other KH leaders to share ideas and ensure integration of work on cross-cutting issues.</p>	<p>2 x yearly KH Leader teleconferences As cross-cutting issues arise.</p>
<p>Conference Propose topics to Conference Committee. Identify speakers Assist with identifying sponsors Present at the RMLA conference</p>	<p>Propose topics in February to Conference Committee. If topic selected, work with members to develop presentation content and speaker(s). If presenting, present in September at Conference</p>
<p>Discussion Initiate discussion with members via email group on relevant topic</p>	<p>3x yearly, and as relevant developments occur.</p>
<p>Workshops and roadshows Propose topics for workshops, roadshows If selected, work with Knowledge Hub members to develop content, identify presenters in regions</p>	<p>1x yearly proposal to National Committee for a workshop or roadshow</p>