

Dementia Friendly Orcas (DFO) Work Plan 11/13/2023

PHASE #1: Convene					
Time Period: August – December 2023					
Goal #1-1 Build Action Team (DFO Work Group)					
Objective #	<i>Objective Described</i>	<i>Specific Task or Activity</i>	<i>By Whom</i>	<i>By When</i>	<i>Measure of Completion</i>
1.1.1	Start DFO. Recruit DFO WG members	ID 10 Sectors & members. Convene 1 st mtg	Tom & Lynnette	20 AUG 23	Core WG members in place. DONE
1.1.2	Fill Identified gaps on DFO WG	Recruit: MH Done (Sally Blumenthal) & Law Enforcement (pending) (Add to WG)	Heidi Tom	12 OCT 23	People added to WG
1.1.3	Learn local resources	<ul style="list-style-type: none"> ● NWRC Dementia Support Program Specialists ● DFA WA Conference ● Birchview Memory care & Others? 	Heidi	14 Sept 23	Presentation completed DONE
1.1.4	Establish a 12 mo. Timeline	Draft & confirm a plan with objectives, dates & measures for completion	Tom, Heidi, Tam + DFO	14 Sept 23	Plan is accepted by DFO WG DONE
1.1.5					

Goal #1-2 Determine Community Readiness					
Objective #	<i>Objective Described</i>	<i>Specific Task or Activity</i>	<i>By Whom</i>	<i>By When</i>	<i>Measure of Completion</i>
1.2.1	Understand "Readiness"	WG members complete DFA "Awareness Questionnaire"	DFO WG	12 OCT 23	Questionnaires Completed & Discussed DONE
1.2.2	Learn what's available	Develop Resource List	Heidi + DFO WG		Updated Resource List DONE
1.2.3	Survey the Community	Conduct online community awareness survey		31 Dec 23	
1.2.4					
Goal #1-3 Engage Community More Broadly					
Objective #	<i>Objective Described</i>	<i>Specific Task or Activity</i>	<i>By Whom</i>	<i>By When</i>	<i>Measure of Completion</i>
1.3.1	Increase WG skill & capacity	Engage people with special skills who can do special tasks (vs join WG.- e.g. Pwr. of Attorney training)	All DFO WG	31 DEC 23	Specialists committed to serve
1.3.2	Identify "Champions" or allies in the Community	Publicize DFO WG (web & news media). Make list of inquirers & others from FAQ site on OIPL web	Tom & Ingrid + DFO WG	15 Nov & ongoing	Websites + List in place. Media releases 1xMo.
1.3.3	Survey Community	See 2.3 - Conduct online community awareness survey	Lynnette?	31 Dec 23	Results included in media release about DFO
1.3.4	Increase Dementia Awareness	Sponsor Dementia 101 Training for community (Birchview Memory Care)	Tom& Heidi + DFO WG	31 Dec 23	Training Completed DONE 10/19/23

1.3.5	Increase community knowledge	a) Establish web pages on OSC & OIPL sites including FAQs & Resources	Ingrid & Tom	31 OCT 23	Web pages established & current
		b) Deliver Power of Atty Training (Tom Fiscus)	Heidi & Tom	30 NOV 23	Seminar/talk delivered Done
1.3.6					

PHASE #2: ENGAGE

Time Period: November – December 2023 and January – February 2024

Goal #2-1: Engage Through Targeted Outreach

Objective #	<i>Objective Described</i>	<i>Specific Task or Activity</i>	<i>By Whom</i>	<i>By When</i>	<i>Measure of Completion</i>
2.1.1	Engage community leaders & groups	Identify & Prepare facilitators/speakers- Acquire & Learn Training Materials from Dementia Friends and DFA	Tom, Heidi & DFO WG		
2.1.2	Increase COMMUNICATION among stakeholder organizations	Establish listserv; push out info regularly	OSC & OIPL		

Goal #2-2: Engage Through Community Wide Outreach

2.2.1	COMMUNICATION Train & engage community Groups	Provide informational sessions (w Q&A) at meetings of established service and community organizations. Also Ask for	Tom, Heidi & DFO WG		X# completed by April 30
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		perceived gaps in resources & services			
2.2.2	Track speaking engagements	Develop & Maintain a list of speakers and scheduled events.	? Bev?		
2.2.3	Increase info to the community	Regular news releases, post info on websites, establish links from websites to OSC & Library Pages			
2.2.4					
Goal #2-3: Engage Through Assessment Participation					
2.3.1	Assess/Evaluate Community	Conduct Community Assessment perhaps including focus groups	Lynnette + others	Feb 2024	Assm't done & results published
2.3.2	Same	Specifically Assess: Communication, Caregiving & Assisted Living resources	Same		
PHASE #3: Analyze Data					
Time Period: March – April 2024					
Goal #3-1: Assess Data Collected					
Objective #	<i>Objective Described</i>	<i>Specific Task or Activity</i>	<i>By Whom</i>	<i>By When</i>	<i>Measure for Completion</i>
3.1.1	Analyze Evaluation	Review, verify and clarify data form evaluation	Lynnette & Eval Team	14 MAR 24	Report of data complete
3.1.1.a	Same	Address: Communication, caregiving & assisted living	Same		

Goal #3-2: Prioritize and Assessment Publish Results to inform community & generate support					
3.2.1	Identify Priorities	DFO Work Session to prioritize goals & actions	DFO WG	11 APR 24	List of priorities established
3.2.2	Create Summary Report	Summarize eval data and recommendations	Lynnette & Eval Team	30 APR 24	Summary & Recommendation Written
3.2.3	Publish Report	Media releases directing readers to the report on our websites.	Tom &/or WG	15 MAY 24	MR published & Report posted

PHASE 4: ACT

Time Period: May - June 2024

Goal #4-1: Obtain Informed community input and support					
Objective #	<i>Objective</i>	<i>Specific Task or Activity</i>	<i>By Whom</i>	<i>By When</i>	<i>Measure for Completion</i>
4.1.1	Inform Community	Publicize results of Evaluation <ul style="list-style-type: none"> ● Media ● Meeting of the minds ● Speak at meetings of local organizations 			
4.1.2	Get Community input for plan	Focus Groups Online questionnaires Etc.			

4.1.3					
Goal #4-2: Finalize and Implement Action Plan					
4.2.1	Assess & adjust Plan	Incorporate community input into draft plan			
4.2.2	Finalize action plan	Determine what steps to take to make Orcas Dementia Friendly. As supported by assessment, recommend re: communication, caregiving & assisted living			
4.2.3	Implement Plan	Assign Leader for each element of plan and begin. Secure funding as needed.			
4.2.4					