


Center for Independence Plan of Enhancement 2011

<u>The Public is Kept Informed (7d)</u>										
Outcome										
Expand Volunteer Efforts										
	Action	Accountability	Person resp.	0-3	3-6	6-9	9-12	12-18	18-24	
	Volunteer Calendar	Leadership	Heather	X						
<u>Progress notes</u>										
Date	8-24-11	Contacted Chamber and I'm now receiving e-mails about upcoming events and volunteer activities- will touch base with Georgia since I think she is receiving these too. I will be gin working on putting this into a weekly publication.								
Date										
Date										
Date										
	Volunteer hours collection reporting	Leadership	Lisa					X		
<u>Progress notes</u>										
Date										
Date										
Date										
Date										
Outcome										
Bragging about celebrations or achievements										
	Brag page on website	Leadership	Lisa				X			
<u>Progress notes</u>										
Date										
Date										
Date										
Date										
	Stories in PayDay and newsletter	Patty/Lisa	Lisa			X				
<u>Progress notes</u>										
Date	9-9-11	Public relations awareness action plan is being completed by Randy, Lisa and Dan.								
Date	10-8-11	 Public Awareness Outline.doc								
Date										
Date										
	Publish success stories	All staff	Lisa					X		
<u>Progress notes</u>										
Date	9-9-11	Public relations awareness action plan is being completed by Randy, Lisa and Dan.								
Date	10-8-11	See above								
Date										

Center for Independence Plan of Enhancement 2011

Date		
------	--	--

Center for Independence Plan of Enhancement 2011

	Utilize Chamber membership	Leadership	Lisa					X			
<u>Progress notes</u>											
Date	9-9-11	Lisa and Dan met with Chamber and found out how to use all the benefits we have.									
Date	10-8-11	Lisa is summarizing info learned from chamber.									
Date											
Date											
	Bragging at agency events	Committees	Lisa					X			
<u>Progress notes</u>											
Date	10-8-11	See above public relations outline									
Date											
Date											
Date											
Outcome											
<u>Opening Agency Events to Public</u>											
	Open up certain educational classes to the public	Leadership	Georgia/Heather					X			
<u>Progress notes</u>											
Date											
Date											
Date											
Date											
	Open up family meetings to the public	Leadership	Dan					X			
<u>Progress notes</u>											
Date											
Date											
Date											
Date											
	Holiday events opened up to the public	Leadership	Dan					X			
<u>Progress notes</u>											
Date											
Date											
Date											
Date											

Planning is Person-Centered (2a)

Outcome

Increasing the influence of perspectives from outside the organization within the circle

	Action	Accountability	Person resp.	0-3	3-6	6-9	9-12	12-18	18-24	
	Evaluate and identify best tools for assessment	Leadership	Mary						X	

Progress notes

Date		
Date		
Date		
Date		

	Action	Accountability	Person resp.	0-3	3-6	6-9	9-12	12-18	18-24	
	Keep the assessment process fresh	Teams and staff excited about the process	Mary						X	

Progress notes

Date		
Date		
Date		
Date		

	Action	Accountability	Person resp.	0-3	3-6	6-9	9-12	12-18	18-24	
	Assessment/information tools format must be friendly, clear instructions clear format	Leadership and supervisory staff	Mary	x						

Progress notes

Date		
Date	8-23-11	I have scheduled a meeting with Nikie LaFortune to begin this process. Meeting scheduled for 8-30-11.
Date		
Date		
Date		

	Action	Accountability	Person resp.	0-3	3-6	6-9	9-12	12-18	18-24	
	Presenting choices of what format Champions receive information (phone, mail, email)	Service facilitators	Mary	x						

Progress notes

Date		
Date	8-23-11	An email was sent to the SFs to gather this information by 9-15-11.
Date		
Date		
Date		

Outcome

Flexibility of staff resources to deliver Person Centered Plans

	Action	Accountability	Person resp.	0-3	3-6	6-9	9-12	12-18	18-24	
--	---------------	-----------------------	---------------------	------------	------------	------------	-------------	--------------	--------------	--

Center for Independence Plan of Enhancement 2011

	Improve efficiency by identifying common areas of interest.	Staff	Ted				X			
<u>Progress notes</u>										
Date	8-8-11	Had organizational meeting for work group								
Date	8-22-11	Whole group met and talked about how to go forward with the three areas. We will meet again in two weeks, everyone will bring a written response to each area, either an idea to go forward or something I know for sure we are doing now. Group consists of: Ashley Kienow, Kelly Johnson, Erin Weerts, Leslie Schock, Jackie Ochsner, Heather Ruden, Ted Haug.								
Date	9-6-11	Group brought ideas/definitions for this action area. We have collated them, at the next meeting we will determine how to breakout tasks and action plans based on the ideas we came up with.								
Date	9-20-11	We decided to work on the action plans separately. Flexibility of resources subgroup identified. Heather Ruden, Kelly Johnson and Ted Haug. Subgroups will meet and prioritize tasks for their action plan. We will meet as a group frequently to make sure that there is no duplication or that things are not missed.								
	Make sure schedule have the flexibility to go beyond the routine	Leadership	Ted				X			
<u>Progress notes</u>										
Date	8-8-11	Had organizational meeting for work group.								
Date	8-22-11	Whole group met and talked about how to go forward with the three areas. We will meet again in two weeks, everyone will bring a written response to each area, either an idea to go forward or something I know for sure we are doing now. Group consists of: Ashley Kienow, Kelly Johnson, Erin Weerts, Leslie Schock, Jackie Ochsner, Heather Ruden, Ted Haug.								
Date	9-6-11	Group brought ideas/definitions for this action area. We have collated them, at the next meeting we will determine how to breakout tasks and action plans based on the ideas we came up with.								
Date										
Date	9-20-11	Schedule flexibility subgroup identified; Leslie S., Erin W., Ted. Subgroups will meet and prioritize tasks for their action plan. We will meet as a group frequently to make sure that there is no duplication or that things are not missed.								
	Evaluate reasonableness of time requirements for instructors.	Leadership	Ted				x			
<u>Progress notes</u>										
Date	8-8-11	Had organizational meeting for work group.								
Date	8-22-11	Whole group met and talked about how to go forward with the three areas. We will meet again in two weeks, everyone will bring a written response to each area, either an idea to go forward or something I know for sure we are doing now. Group consists of: Ashley Kienow, Kelly Johnson, Erin Weerts, Leslie Schock, Jackie Ochsner, Heather Ruden, Ted Haug.								
Date	9-6-11	Group brought ideas/definitions for this action area. We have collated them, at the next meeting we will determine how to breakout tasks and action plans based on the ideas we came up with.								
Date	9-20-11	Reasonableness of time requirements subgroup identified; Jackie O., Ashley K. and Ted. Subgroups will meet and prioritize tasks for their action plan. We will meet as a group frequently to make sure that there is no duplication or that things are not missed.								
Outcome										
<u>Identify/Using external supports for representation during person centered plans</u>										
	Define the commitment, responsibility and time commitment to be a Champion	Leadership, Service Facilitators and staff	Kristi				x			
<u>Progress notes</u>										
Date	9.7.11	Reviewed some definitions of the word champion. Need to determine if this is the best word since its use of this has really taken off since the CQL visit. Discussed liaison as another potential option.								
Date										

Center for Independence Plan of Enhancement 2011

Date											
Date											
	Establish recruitment process, criteria for champions and recruit champions.	Leadership	Kristi				x				
<u>Progress notes</u>											
Date	9.7.11	To review current volunteer policy and hiring procedures to see if we can expand on it so not to recreate what is already out there.									
Date											
Date											
Date											
	Identify people served who would benefit from a champion especially those who may lack voice.	Family, Service Facilitators and staff	Kristi				X				
<u>Progress notes</u>											
Date	9.7.11	Not wanting to get caught up on who yet, we discussed some ideas of who might be a good fit for this role and that may best address current circumstances in a persons life. Also considered if there was anyone that we could see in this role as a potential workgroup member.									
Date											
Date											
Date											

Center for Independence Plan of Enhancement 2011

<u>Peer support mentoring is available (4b)</u>										
Outcome										
Development of self-advocacy group who will help others/train others, advocate for selves										
	Action	Accountability	Person resp.	0-3	3-6	6-9	9-12	12-18	18-24	
	Identify who we currently serve as potential self advocates	Coordinators and service facilitators	Theresa		x					
Progress notes										
Date	8/8/2011	3 people we support started the process to apply for the SD Advocates for Change Leadership Team. Applications are due 08/15/2011, so we will know after that if they are accepted onto the team. The 3 people who applied are Justin Froning, Kathy Quam and Jacque Brown.								
Date	8/9/2011	Angela, Theresa & Georgia met to discuss plan for developing a self-advocacy group. We identified that the 3 people who are applying for the SD Advocacy for Change would be good self advocates to have on this committee.								
Date	8/12/2011	A meeting has been set for August 25 th for the workgroup for this outcome to get together and discuss action plans.								
Date	8/25/11	1 st meeting was held to discuss building a self-advocacy group. Those in attendance were Georgia, Theresa, Angela, Briana, Kathy Quam and Jacque Brown. We discussed where we saw this group going. We developed questions to ask other self advocacy groups to help us organize our own group. Theresa will gather that information before the next meeting. We will meet again in 2 weeks to start developing more structure to the group. 2 nd meeting set for September 7 th and 2:30 at I park.								
Date										
Date										
	Identify what is working/not working	Coordinators and new work group	Theresa			x				
Progress notes										
Date	08/30/2011	Theresa sent an email out to Kristin's parallel group asking for contact names for people in other agencies that are linked with People First/self-advocacy groups.								
Date	09/7/2011	Self-Advocacy workgroup met again to discuss the information Theresa found from other agencies' People First groups. We discussed how we'd like to organize and support our group after reviewing the information from other agencies. The next steps we want to identify are the self-advocacy group name and set our goals/mission. The group will continue to meet every 2 weeks.								
Date										
Date										
	Identify how we will organize and support	new work group with 3 people identified up above	Georgia				x			
Progress notes										
Date										
Date										
Date										
Date										
	Develop training for self advocates	new work group with 3 people identified up above	Angela					x		

Center for Independence Plan of Enhancement 2011

Progress notes

Date										
Date										
Date										
Date										
	Recognize, celebrate and share stories	new work group with 3 people identified up above	Angela						x	

Progress notes

Date									
Date									
Date									
Date									

Center for Independence Plan of Enhancement 2011

Outcome										
Increase same age peer support										
	identify an individual who lacks same age peer support	new work group with 3 people identified up above	Angela	x						
<u>Progress notes</u>										
Date										
Date										
Date										
Date										
	Develop a format to connect with peers	work group and self support focus group	Angela			x				
<u>Progress notes</u>										
Date										
Date										
Date										
Date										
	Partner committee with the ID team to carry out the format	work group and self support focus group	Theresa					x		
<u>Progress notes</u>										
Date										
Date										
Date										
Date										
Outcome										
Increased follow up from self advocacy training										
	Identify who is going to self advocate training - AFP	Lisa T.	Mary	x						
<u>Progress notes</u>										
Date	8-5-11	Nathan Clement, Kraig Leichtenberg, Peter Freemark, Kelly Johnson, Jacque Brown and Teresa Lindblad are going to the AFP training.								
Date										
Date										
Date										
	Present what they have learned at training at annual banquet and other events	training attendees	Ted			x				
<u>Progress notes</u>										
Date										
Date										
Date										
Date										

Center for Independence Plan of Enhancement 2011

	Select projects to implement self advocacy skills	training attendees	Theresa							x	
Progress notes											
Date											
Date											
Date											
Date											
	Be a Self Advocacy Group member or advisor	training attendees	Georgia							x	
Progress notes											
Date											
Date											
Date											
Date											