

Santa Clara County's Older Adult Summit Implementation Plan

January – June 2012 WORK PLAN

1. Due April 27 Recruit and convene Senior Advisory Committee
2. Due April 27 Recruit and convene Partners Implementation Task Force
3. Due May 4 Develop detailed two-year implementation plan including FY13 and FY14 deliverables, evaluation plan and proposed budget
4. Due June 15 Get through MHB and key senior-serving partners for endorsement
5. Due June 1 Implement Adult Protective Services Pilot Assessment & Crisis MH Services
6. Due June 30 Develop FY 13 Senior Services budget, collaborative agreements and related work plans
7. Due June 30 Status reports to CSFC and to others through the FY13 Budget process

1. SENIORS' ADVISORY COMMITTEE

1. Recruit and convene Seniors' Advisory Committee – Due April 27

Responsible: to be added

ACTION	NOTES	DUE	RESP.
Prepare Invitation Letter & Flyer		4/13	
Prepare Agenda		4/13	
Write Proposed Charter	Sheila , QRC Models	4/13	
Recruit Members	Inreach MH prov., ECCAC, Partners	4/13	
Orientations for Committee members		4/27	
Convene First Meeting	On April 26 3:30-5:00 (3:00 social)	4/27	

2. PARTNERS IMPLEMENTATION TASK FORCE

2. Recruit and convene Partners Implementation Task Force – Due April 27

Responsible: to be added

ACTION	NOTES	DUE	RESP.
Prepare Invitation Letter		4/13	
Prepare Agenda		4/13	
Write Proposed Charter Draft	See Sheila , QRC Models	4/13	
Recruit Members	Invite planning comm. & new partners	4/13	
Orientation for New Members		4/13	
Convene First Meeting	on April 19 3:00-4:30 (2:30 social)	4/20	

3. TWO YEAR IMPLEMENTATION PLAN

- 3. Develop detailed two-year implementation plan including FY13 and FY14 deliverables, evaluation plan and proposed budget – Due May 4**

FY13 Coordination & Linkages, FY 14 Reorganize & Redirect Resources

Responsible: to be added

ACTION	NOTES	DUE	RESP.
Prepare Inventory of MH Services		4/13	
FY Update OA Services data from DS		4/13	
Get OA data from EQRO report		4/13	
Obtain Inventories from Partners		4/27	
Prep GAP analysis Strategies to MH inventory		4/13	
Prep GAP analysis Strategies to all inventory		5/4	
FY 13 Invite Partners for Coord. & Link.		4/27	
Draft FY13 Implementation Plan (IP): Linkages and Coordination		5/4	
Present FY13 IP to Senior Advisory Comm.		5/4	
FY 13 Develop New Strategies w/ MHA		4/13	
FY 13 Develop Evaluation Plan		5/4	
FY14 Reorganize & Redirect FY13 IP MH Prg			
FY 14 Reorganize & Redirect FY 13 IP Partners Programs			
FY 14 Develop Evaluation Plan			
Draft FY 14 Implementation Plan2 (IP2) Reorganize & Redirect			
Present FY14 IP2 to Senior Advisory Committee			

4. VET FOR ENDORSEMENT

4. Vet through Mental Health Board and key senior-serving partners for endorsement – Due June 15

Present Two-Year Plan to Seniors' AC for endorsement			
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Present Two-Year Plan to Partners ITF for endorsement			
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Present Two-Year Plan to OA Comm. for endorsement			
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Present Two-Year Plan to MHB for endorsement			
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5. ADULT PROTECTIVE SERVICES PILOT

5. Implement Adult Protective Services Pilot Assessment and Crisis Mental Health Services – Due June 1

Develop MOU between APS and MH			
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Recruit and Hire PSW			
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Implement MH services at APS			
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Evaluate MH services at APS			
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Prepare first three month report			
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Prepare transmittal to BOS for ongoing funding in FY 13 budget			
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6. FY13 BUDGET, AGREEMENTS, AND WORK PLANS

6. Develop FY 13 Senior Services budget, collaborative agreements and related work plans – Due June 30

Develop and finalize FY 13 Senior service budget recommendation to BOS			
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Draft collaborative agreements to be finalized after FY 13 budget approval			
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Prepare tentative work plans for new services			
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Prepare tentative work plans for redesigned services			
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7. STATUS REPORTS

7. Status reports to CSFC and to others through the FY13 Budget process – Due June 30

Prepare transmittal to CSFC for May meeting			
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Make status reports to OA Committee			
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Provide status report to MHB May Meeting			
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