

Attachment 1: Work Plan

Goal: To reduce the morbidity and mortality associated with opioid overdoses in Lenawee County by strengthening the organizational and infrastructural capacity of the LSAPC to address prevention, treatment and recovery needs.

ACTIVITIES	RESPONSIBLE MEMBERS	TIMELINE	Process Measures	Short Term and Intermediate Outcomes**
Core Activity: By May 31, 2020, strengthen the LSAPC by reviewing current CIA, identifying gaps in membership, identifying new members and obtaining a signed MOU.				
Review current CIA and make revisions as needed.	Project Coordinator Project Director LSAPC Executive Committee LSAPC	June 1, 2019 - August 31, 2019	Current CIA	Signed CIAs Revised CIAs/MOU
Identify gaps in sector and agency representation in membership by conducting a review of coalition members.	Project Coordinator Project Director LSAPC Executive Committee LSAPC	June 1, 2019 - August 31, 2019	Revised CIA/MOU # people recruited and sector they represent # people joining LSAPC	By May 31, 2020, the LSAPC perceptions' of the level and scope of community representation will increase by 80% as measured by the LSAPC Coalition Survey.
Recruit new members to join the LSAPC.	Project Coordinator LSAPC Executive Committee	June 1, 2019 - May 31, 2020		
Core Activity: By May 31, 2020, conduct a detailed comprehensive needs assessment to identify opportunities and gaps in opioid use disorder prevention, treatment, and recovery related to workforce services and access to care in Lenawee County.				

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ACTIVITIES	RESPONSIBLE MEMBERS	TIMELINE	Process Measures	Short Term and Intermediate Outcomes**
Identify a consultant to facilitate an opportunities and gaps analysis.	Project Coordinator Project Director	June 1, 2019 - August 31, 2019	Executed contract with consultant	Completed detailed analysis report
Develop a timeline with the contracted consultant to complete the detailed analysis.	Project Coordinator Project Director Consultant	June 1, 2019 - August 31, 2019	Timeline # of members participating in analysis process	By May 31, 2020, the LSAPC understanding of opportunities and gaps in opiate use disorder prevention, treatment and recovery related to workforce, services and access to care in Lenawee County will increase by 80% as measured by the LSAPC Coalition Survey.
Identify additional local, regional, state and federal resources to address Lenawee County opioid use disorder gaps.	Project Coordinator Government Liaison LSAPC Executive Committee Consultant	June 1, 2019 - May 31, 2020	Meeting Minutes List of local, state, regional, and federal resources	
Core Activity: By May 31, 2020, the LSAPC will develop a comprehensive strategic plan that addresses gaps in OUD prevention, treatment, and recovery services and access to care identified in the analysis.				
Identify evidence-based models and/or promising practices addressing gaps in OUD need in Lenawee County.	Project Coordinator Government Liaison LSAPC Executive Committee LSAPC LHN Consultant	June 1, 2019 - November 30, 2019		

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Develop strategies for implementing evidence-based/promising practices.	Project Coordinator Government Liaison LSAPC Executive Committee LHN LSAPC Consultant	June 1, 2019 - November 30, 2019	List of evidence-based / promising practices Navigation / warm hand off process	Completed Strategic Plan By May 31, 2020, the LSAPC understanding of their comprehensive strategic plan that address gaps in OUD prevention, treatment, and recovery services and access to care identified in the analysis will increase by 80% as measured by the LSAPC Coalition Survey.
Develop and coordinate a community linkages process with LSAPC and community organizations for identified gaps.	Project Coordinator Project Director LSAPC LSAPC Executive Committee LHN Consultant	June 1, 2019 - November 30, 2019	# members participating in strategic planning Meeting minutes	
Work with contracted consultant to compile analysis results and identified strategies into a comprehensive strategic plan for Lenawee County.	Project Coordinator Project Director Government Liaison LSAPC Executive Committee LSAPC LHN Consultant	June 1, 2019 - November 30, 2019		
Core Activity: By May 31, 2020, the LSAPC will develop a comprehensive workforce plan that addresses gaps in OUD prevention, treatment, and recovery.				

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Compile and review a list of Lenawee OUD resources and their wait-times for residents to access services.	Project Coordinator LSAPC Consultant	June 1, 2019 - February 28, 2019		
Identify and obtain a list of Lenawee agencies/organizations eligible to place NHSC clinicians.	Project Coordinator LSAPC Executive Committee Consultant	June 1, 2019 - February 28, 2019	Waitlist information	Completed workforce plan
Analyze reimbursement rates and incorporate into recruitment strategies to increase availability and access to additional providers that have completed waiver training.	Project Coordinator LSAPC Healthcare Sector Members LSAPC Executive Committee	June 1, 2019 - February 28, 2019	List of eligible NHSC clinicians and locations # members participating in workforce planning Meeting minutes	By May 31, 2020, the LSAPC perceptions' that comprehensive workforce plan that addresses the gaps in OUD prevention, treatment and recovery will be effective for the community shall be at least 80% as measured by the LSAPC Coalition Survey.
Develop a recruitment strategy to integrate additional substance abuse providers.	Project Coordinator LSAPC Healthcare Sector Members LSAPC Executive Committee	June 1, 2019 - February 28, 2019	# of providers completing waiver trainings	

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Develop plans to provide waiver training and retraining to new/existing substance use disorder providers.	Project Coordinator LSAPC Healthcare Sector Members LSAPC Executive Committee	June 1, 2019 - February 28, 2019		
Core Activity: By May 31, 2020, the LSAPC will complete a sustainability plan.				
Identify a consultant to facilitate sustainability planning.	Project Coordinator Project Director	June 1, 2019 - August 31, 2019	Executed contract with consultant # members participating in sustainability planning Meeting Minutes	Completed Sustainability Plan List of quantifiable metrics to assess future impacts By May 31, 2020, the LSAPC perceptions' that their sustainability plan and measures that will track progress will be effective shall be at least 80% as measured by the LSAPC Coalition Survey.
Develop a timeline with the contracted consultant to complete the sustainability plan.	Project Coordinator Project Director Consultant	June 1, 2019 - August 31, 2019		
With LSAPC members, develop a sustainability plan to ensure implementation of activities following the completion of the planning grant period.	Project Coordinator LSAPC LHN Consultant Project Evaluator	June 1, 2019 - May 31, 2020		
Identify quantifiable metrics to assess the impact of future activities with LSAPC members and project evaluator.	Project Coordinator LSAPC LHN Project Evaluator	June 1, 2019 - May 31, 2020		

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Additional Activity: By May 31, 2020, the LSAPC will build workforce capacity around peer recovery coaches.				
Establish a volunteer/on call system for overdose/drug related patients to access peer recovery coaches.	Project Coordinator LSAPC Executive Committee LSAPC Peer Recovery Coaches	September 1, 2019 - May 31, 2020	# of volunteer/on-call trainings for peer recovery coaches # of participants in trainings	Completed volunteer/on-call system
Establish a navigation process to link clients to peer recovery coaches.	Project Coordinator LSAPC Executive Committee LSAPC Peer Recovery Coaches	September 1, 2019 - May 31, 2020		Completed navigation process Completed tracking tool for utilization of peer recovery coaches
Develop a method to track and monitor the utilization of peer recovery coaches.	Project Coordinator LSAPC Executive Committee LSAPC Peer Recovery Coaches	September 1, 2019 - May 31, 2020		By May 31, 2020, the LSAPC perceptions' of their peer coaches workforce capacity in the county will increase by 80% as measured by the LSAPC

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Develop a training and onboarding for peer recovery coaches participating as volunteers or on call system support.	Project Coordinator LSAPC Executive Committee LSAPC Peer Recovery Coaches	September 1, 2019 - May 31, 2020		measured by the LSAPC Coalition Survey.
Additional Activity: By May 31, 2020, the LSAPC will identify evidence-based and innovative models or promising policy for reducing morbidity and mortality of opioid overdoses in Lenawee County.				
Conduct site visits with other programs in the region to identify best practices yielding reduced mortality and morbidity of opioid overdoses.	Project Coordinator Project Director LSAPC Executive Committee Consultant	June 1, 2019 - May 31, 2020		Model identified for Lenawee County
Review strategies and resources to eliminate or reduce the cost of treatment including opportunity costs (e.g. transportation, loss of work time).	Project Coordinator Project Director LSAPC Executive Committee Consultant	June 1, 2019 - May 31, 2020	List of evidence-based / promising practices List of resources to help eliminate / reduce cost of treatment	By May 31, 2020, the LSAPC understanding and identification of evidence-based promising and innovative models or policy avenues for reducing morbidity and mortality of opioid overdoses in Lenawee County will increase by 80% as measured by the LSAPC Coalition Survey.
Tailor Lenawee County's model based on identified best practices.	Project Coordinator Project Director LSAPC Executive Committee LSAPC Consultant	June 1, 2019 - May 31, 2020		

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By May 31, 2020, the LSAPC will develop a plan to track and monitor data in Lenawee County				
Develop an evaluation process for tracking community data with members and project evaluator.	Project Coordinator Project Director Project Evaluator	June 1, 2019 - May 31, 2020	Data dashboard	Completed comprehensive community data plan By May 31, 2020, the LSAPC perceptions that they have an effective data monitoring and tracking system within Lenawee County will increase by 80% as measured by the LSAPC Coalition Survey
Identify a comprehensive list of data points that need to be collected.	Project Coordinator Project Director Project Evaluator	June 1, 2019 - May 31, 2020	Data reporting schedule # members participating in data planning	
Establish a data dashboard with technical assistance from the project evaluator.	Project Coordinator Project Director Project Evaluator LSAPC Executive Committee	June 1, 2019 - May 31, 2020	Meeting minutes	
By May 31, 2020, the LSAPC will leverage existing OUD efforts at the federal, state, and local levels.				
Identify federal, state, and local resources for LSAPC to leverage.	Project Coordinator LSAPC Executive Committee Consultant	June 1, 2019 - May 31, 2020	List of available resources List of regional, state, and national coalitions	Regional, state, and federal resources incorporated into Lenawee County Plan. By May 31, 2020, the LSAPC perceptions that they have effectively leveraged OUD federal, state, and local
Identify and participate in regional, state, or national coalitions for information sharing and best practices.	Project Coordinator LSAPC Executive Committee LSAPC	June 1, 2019 - May 31, 2020		

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Align regional, state, and federal strategies within Lenawee County as appropriate.	Project Coordinator LSAPC Executive Committee Consultant	June 1, 2019 - May 31, 2020		resources will increase by 80% as measured by the LSAPC Coalition Survey.
By May 31, 2020, the LSAPC will disseminate information about the coalition by creating and implementing a communication plan for Lenawee County.				
Investigate the possibility of developing a communication workgroup.	Project Coordinator LSAPC Executive Committee LSAPC Media Sector Members	June 1, 2019 - May 31, 2020	List of marketing resources	Completed internal communication plan
Identify marketing resources available to community coalitions as a channel to disseminate messaging.	Project Coordinator LSAPC Executive Committee LSAPC Media Sector Members	June 1, 2019 - May 31, 2020	# members participating in communication planning	Completed target population / general public communication plan
Develop an internal communication plan for LSAPC members.	Project Coordinator LSAPC Executive Committee LSAPC Media Sector Members	June 1, 2019 - May 31, 2020	Meeting minutes # of promotional activities (videos, social media posts, flyers, events)	By May 31, 2020, the LSAPC perceptions that they have an effective communication plan shall be at least 80% as measured by the LSAPC Coalition Survey.
Develop a communication plan for target populations and general public.	Project Coordinator Project Director LSAPC Executive Committee	June 1, 2019 - May 31, 2020		

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By May 31, 2020, the LSAPC will develop strategies to expand engagement of target population in Lenawee County.				
Identify methods to expand engagement of target population in LSAPC activities.	Project Coordinator Project Director LSAPC Executive Committee	June 1, 2019 - May 31, 2020	Engagement timeline # of engagement opportunities during planning process # individuals participating in engagement opportunities # and type of locations where engagement opportunities are offered such as community events, schools, and Pathways Engagement Center	Completed community engagement plan By May 31, 2020, the LSAPC perceptions that they have effectively developed strategies to expand engagement of the target population in Lenawee County will increase by 80% as measured by the LSAPC Coalition Survey.
Create a timeline for target population engagement in LSAPC activities.	Project Coordinator Project Director LSAPC Executive Committee	June 1, 2019 - May 31, 2020		
Offer opportunities for the public and target populations to provide feedback on engagement (e.g. focus group surveys).	Project Coordinator Project Director LSAPC Executive Committee	June 1, 2019 - May 31, 2020		
Incorporate feedback into LSAPC engagement plan.	Project Coordinator Project Director LSAPC Executive Committee	June 1, 2019 - May 31, 2020		
Incorporate target population/general public communication plan as a component of community engagement.	Project Coordinator Project Director LSAPC Executive Committee	June 1, 2019 - May 31, 2020		

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By May 31, 2020, the LSAPC will develop strategies to maintain consortium commitment.				
Conduct an evaluation of decision making structure related to grant activities.	Project Coordinator Project Director LSAPC Executive Committee Project Evaluator	June 1, 2019 - May 31, 2020	Monthly Meeting attendance	Revised by-laws with decision making structure related to grant activities incorporated
Conduct an evaluation of LSAPC Bylaws and revise as appropriate to integrate grant decision making structure.	Project Coordinator Project Director LSAPC Executive Committee Project Evaluator	June 1, 2019 - May 31, 2020	Decision making structure Current by-laws Revised by-laws	By May 31, 2020, the LSAPC perceptions that they have effectively developed strategies to maintain consortium commitment shall be at least 80% as measured by the LSAPC Coalition Survey.
<p>** Long-term Outcomes for all objectives:</p> <ul style="list-style-type: none"> -By May 31, 2025, there will be a reduction 25% in: - the incidence rate of OUD; - the incidence rate of opioid overdoses; and -the Opioid overdose mortality rate. 				