

## **Midland Introspective 2007 Proposed Next Steps**

The Midland Introspective Steering Committee recommends the creation of Task Force teams to implement solutions for each Focus Area's strategies. To help facilitate the process, the Steering Committee proposes an "implementation model" consisting of four phases and key steps (see Table One). This model is not meant to be prescriptive, but is designed as a flexible guide as each Task Force team may need to modify the model to meet its specific needs and as each team may identify more effective ways to address the issues.

**Table One: Proposed Next Steps**

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| <b>Phase I: Mobilize Task Forces</b>   |
| Step 1: Identify Task Force Team Leaders and Members<br>Step 2: Review Midland Introspective Strategies<br>Step 3: Identify Action Plan and Timeline for Identifying and Implementing Solutions<br>Step 4: Communicate and Coordinate Action Plan with Service Providers, Coalitions and/or Other Community Partners   |
| <b>Phase II: Identify Solutions</b>  |
| Step 1: Conduct "Survey" to Define Scope, Depth of Issue and Target Populations<br>Step 2: Perform Gap Analysis of Service Providers' Existing Programs and Capacity<br>Step 3: Identify Benchmarks and/or Best Practices<br>Step 4: Identify New Programs and/or Expansion of Existing Programs<br>Step 5: Help Secure Funding and Staffing<br>Step 6: Develop Marketing/Awareness Plan<br>Step 7: Build Infrastructure for New Programs or Expansion of Existing Programs<br>Step 8: Develop Communications<br>Step 9: Develop Training<br>Step 10: Identify Evaluation Approach<br>Step 11: Implement Pilot Program(s), If Needed |
| <b>Phase III: Implement Solutions</b>  |
| Step 1: Work with Service Providers to Incorporate Solutions<br>Step 2: Coordinate Program Efforts<br>Step 3: Market Programs to Community   |
| <b>Phase IV: Monitor and Evaluate</b>  |
| Step 1: Monitor and Evaluate<br>Step 2: Communicate Results<br>Step 3: Improve Continuously  |

## Proposed Roles and Responsibilities

The Steering Committee also proposes roles and responsibilities to effectively coordinate efforts and communicate among various community partners and stakeholders (see Table Two). Having clearly defined roles and responsibilities will help promote community ownership, communication, project management, and learning and sharing.

**Table Two: Proposed Roles and Responsibilities**

| Entity                                   | Roles and Responsibilities   |
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| Midland Introspective Steering Committee | <ul style="list-style-type: none"> <li>- Identify Task Force team leaders and members</li> <li>- Assist in identifying action plans and setting timelines based on level of effort, people, and other initiatives</li> <li>- Provide status to stakeholders, Task Force teams and community</li> <li>- Discuss and resolve issues in a timely manner</li> <li>- Help ensure accountability exists</li> <li>- Use Midland Introspective information for decision-making</li> </ul>  |
| Task Force Leaders                       | <ul style="list-style-type: none"> <li>- Provide overall Task Force team management and leadership for all phases</li> <li>- Help identify Task Force team members</li> <li>- Develop action plan and timeline based on input from Task Force team members</li> <li>- Coordinate efforts with other Task Force Leaders, where needed</li> <li>- Monitor Task Force team progress</li> <li>- Communicate progress to Midland Introspective Steering Committee and other community stakeholders</li> </ul>   |
| Task Force Teams                         | <ul style="list-style-type: none"> <li>- Help develop action plan and timeline for identifying solutions</li> <li>- Help collect data from service providers and community on scope and depth of issue</li> <li>- Perform gap analysis of existing programs versus capacity</li> <li>- Develop marketing/awareness plan</li> <li>- Identify funding needed for new programs and/or expansion of existing programs</li> <li>- Help communicate Task Force team efforts to community partners</li> <li>- Help monitor and evaluate results of solutions</li> </ul> |