

GLS Continuity of Care Grant Data Review and Action Planning

This document is meant to provide guidance from the GLS team to the participating counties about the meetings that will be used for reviewing and sharing data with stakeholders, as well as prioritizing county needs to inform action planning. Each county may make decisions about specific details of these meetings which can be solidified with the GLS team as part of the planning process.

Planning Meeting	Purpose	Who attends?	Major Activities	Items to consider
Pre-Meeting POSS Data 2hours	First time reviewing POSS survey data with county leadership team	Small Group: <ul style="list-style-type: none"> County leads GLS grant members A few additional system leaders as determined by the county 	<ul style="list-style-type: none"> Initial data review Insights from both GLS & counties How data fits with current efforts Planning for data sharing at Meetings 1 & 2 	<ul style="list-style-type: none"> Data will be shared with county leads prior to this meeting. Those that attend will be part of the initial review of the county's data and discuss how the data will be used for the meetings below
Time between Pre-meetings = 0-2 weeks				
Pre-Meeting PANA Data 2hours	First time reviewing PANA survey data with county leadership team	Small Group: <ul style="list-style-type: none"> County leads GLS grant members A few additional system leaders as determined by the county 	<ul style="list-style-type: none"> Initial data review Insights from both GLS & counties How data fits with current efforts Planning for data sharing at Meetings 1 & 2 	<ul style="list-style-type: none"> Data will be shared with county leads prior to this meeting. Those that attend will be part of the initial review of the county's data and discuss how the data will be used for the meetings below
Time between Pre-meetings and Meeting 1 = 2-5 weeks				
Meeting 1 2hours	Review POSS & PANA data with broader county partners Prioritize county needs to inform action planning	Large Group: <ul style="list-style-type: none"> County leads GLS grant members County mental health leadership teams (e.g., task forces, system of care group, etc.) Systems partners (e.g., schools, crisis, outpatient, etc.) Youth & family 	<ul style="list-style-type: none"> Brief overview of project and key partners in attendance (e.g., family, systems, county) Highlight county initiatives based on community mapping Data presentation Small group breakouts to help prioritize areas for action planning 	<ul style="list-style-type: none"> Determine which systems will attend (e.g., broad or targeted invites) to help organize breakout groups and discussion County/GLS co-lead meeting <ul style="list-style-type: none"> 1-2 Check-in meetings to arrange details Consider having people register for meeting How will family & other advocacy groups be included? Note-takers
Time between Meeting 1 & Debrief = 1-2 weeks				
Meeting 1 Debrief 1-1.5 hours	Discuss Meeting 1 Prioritize need areas to plan for Meeting 2	Small Group: <ul style="list-style-type: none"> County leads Portion of GLS grant members A few additional system leaders as determined by the county 	<ul style="list-style-type: none"> Review feedback from stakeholders Compile key goals 	<ul style="list-style-type: none"> Goals to bring to meeting 2
Time between Meeting 1 Debrief & Meeting 2 = 1-3 weeks				

Meeting 2 2 hours	Discuss action plan goals and barriers Solidify action planning	Large Group: <ul style="list-style-type: none"> • County leads • GLS grant members • County mental health leadership teams (same as above) • Systems partners (same as above) • Youth & family 	<ul style="list-style-type: none"> • Small group breakouts to identify barriers and strategies for action planning 	<ul style="list-style-type: none"> • Determine if additional people should be invited • County/GLS co-lead meeting <ul style="list-style-type: none"> • 1-2 Check-in meetings to arrange details • How will family & other advocacy groups be included? • Note-takers
Time between Meeting 2 & Post-meeting = No more than 2 weeks				
Meeting 2 Debrief 1-1.5 hours	Action Planning and next steps	Small Group: <ul style="list-style-type: none"> • County leads • Portion of GLS grant members • A few additional system leaders as determined by the county 	<ul style="list-style-type: none"> • Solidify action plan • Develop plan for implementation and monitoring of action plan (e.g., meetings/trainings, etc.)Finalize 	<ul style="list-style-type: none"> • Determine roles of county and GLS team in implementing action plan • Discuss of short-term and long-term goals, including sustainability