

ACTION PLAN WORKSHEET

GOAL: Close the gap between the percentage of Latinx clients we currently serve (about 7%) and the percentage of our Latinx population in Mendocino County (about 25%). Bring the percentage of Latinx clients we serve up to 10% by the end of 2020.

OBJECTIVE	ACTIVITIES <i>How will you accomplish the objective?</i>	PEOPLE TO ENGAGE <i>For each, list the "ask"</i>	PEOPLE RESPONSIBLE <i>At least one person for each activity</i>	SUSTAINABILITY <i>How will you maintain this objective over time?</i>	TIMELINE <i>Concrete deadlines linked to specific tasks</i>
Modify Salesforce to collect and track progress on # & % of Latinx clients served.	Set a meeting to discuss and develop a strategy to modify Salesforce to collect necessary data.	SO, LS	Karen	Run test reports to ensure data has been captured.	Meeting: 7/31/19 Reports: 9/15/19
Engage community focus groups to identify needed services	Recruit community leaders and clients to provide input re: needed services.	UVA MCC Clinics Latinx Leaders & Mendo College L. @ Dr. R's AA @ MCC	All CRC Staff + X.M-M	Review and Discuss. Follow up by informing the community leaders about new programs.	11/30/19
Identify one social support activity based on the results of focus groups.	Pilot test activity	SS,NJ CC CRC Staff	Karen + all CRC Staff	Explore funding	2/28/20
Assess Results of Pilot Program	Six months following implementation of pilot program, analyze data to see if percentage of Latinx clients has risen.	KH, LS KO	Karen	Run test reports to ensure that data is being captured. Monitor progress.	10/31/20

