

AGE FRIENDLY AGING AT HOME WORKING GROUP WORKPLAN

Concern	Activity	Timeline	Lead	Goals	Outcome
<i>Safety</i>	Work collectively with the City's Community Safety Well Being (CSWB) Committee	Current	Pauline Vranesich Coordinator	Community engagement Community members, stakeholders, organizational lead, etc. understand the issues that older adults aging at home are facing and create a knowledge base re: solutions to these issues Gain support from the community	Community safety well being plan is complete and initiatives to help make Thunder Bay safer for older adults begin with full participation from community and stakeholders, etc.

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	Current	Pauline Vranesich Coordinator	Older adults are supported in the city while aging at home Older adults give input regarding their views of safety in the community and what their needs are.	Older adults aging at home needs are met.	
<i>Information</i>	Promote the Older Adults Resource Guidebook and ensure that it is widely available online and in print form	Complete and online at www.agefriendlythunderbay.ca Print version is not up to date and no plans to create an print up to date version	211 Ontario North Caregiver's Support Group Age Friendly Thunder Bay Board Marketing committee	Older adults aging at home find the information that they need to gain support, resources and services	Older adult's guidebook is available to all older adults and organizations online and in print and is kept up-to-date on a regular basis

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<p><i>Household chores</i></p>	<p>Volunteers to offer snow shoveling creating pathways for older adults who are unable to shovel that would accommodate a stretcher/walker/wheelchair</p>	<p>complete</p>	<p>Aging at Home working group Isolated Adults working group 55+ Centre</p>	<p>Snow Angels piloted Winter 2019/2020 with three volunteers who shoveled for three individuals Snow Angels program runs 2020/2021 with at least 25 volunteers Gain the help of Leadership Thunder Bay Older adults who are unable to shovel in Thunder Bay receive volunteer support</p>	<p>Snow Angels becomes a sustainable program (55+)</p>
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			<p>organized by Age Friendly</p> <p>Older adults receive information left by volunteers so that they are aware of supports, resources, etc. in the community</p>	
	<p>Apply for grant to move forward the Snow Angels program</p>	<p>October 2019 (unsuccessful)</p> <p>August 2020 (unsuccessful)</p> <p>Apply for \$1500 grant from EnBridge (successful)</p>	Coordinator	<p>Snow Angels Program receives funding for shovels, toques, etc.</p> <p>Purchase shovels and toques for Snow Angels volunteers</p>
<i>Food Security and Nutrition</i>	<p>Create a nutrition checklist for Older Adults in Thunder Bay (in conjunction with the TBDHU)</p>	<p>Spring 2023</p>	<p>Judi Marton (TBDHU)</p>	<p>Older adults understand their options for purchasing,</p> <p>Older adults have access to a healthy food</p>

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		<p>Will connect with Ivan re: nutrition</p> <p>Coordinator</p> <p>NWCHC? (Anita Jean)</p>	<p>cooking and storing food to increase food security.</p>	<p>basket and have food security</p>
Cooking classes		<p>Coordinator</p> <p>Thunder Bay District Health Unit (Judi Marton)</p> <p>Norwest Community health Centres</p> <p>Community Food Centre</p>	<p>Older adults are offered cooking classes to learn how to cook on a small budget, cooking for one or two, cooking nutritionally healthy and using different ingredients</p>	<p>All older adults are cooking a variety of affordable healthy food</p>

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	Current	Coordinator Infographics Community Food Centres Food Action Group NWO Women's Centre	Older adults have information regarding food access in Thunder Bay	Older Adults aging at home are eating a healthy affordable food basket.	
<i>Money management</i>	Ensure Older Adults are connected to 211 and services that will enable them to have more financial security	Ongoing	Lakehead Social Planning Council (CVITP) 211 Ontario North Thunder Bay Counselling	Older adults can get financial aid for overdue hydro and gas bills. Older adults can get help navigating financial systems to help promote	Older adults are able to gain access to services and supports that will help them to become financially literate, independent and secure

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			financial literacy and independence	
Older adults know about all programs in Thunder Bay that help to foster financial security, including the community volunteer income tax clinic (CVITP), utility support programs, financial literacy programs, and benefits, etc.	Ongoing	Lakehead Social Planning Council Thunder Bay Counselling 211 Ontario North	Older adults can get financial aid for overdue hydro and gas bills. Older adults can get help navigating financial systems to help promote financial literacy and independence Older adults know the options for financial	All older adults aging at home are financially literate and financially secure.

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			supports as they age at home.	
Trusteeship program for older adults with Thunder Bay District of Social Services Administration Board (TBDSSAB)	Fall 2023?	Coordinator	<p>Present to TBDSSAB to create information regarding the need for a trustee for older adults</p> <p>Develop a power point that can be delivered at a TBDSSAB board meeting to advocate for a senior trustee in Thunder Bay and District</p>	Older adults have access to a trustee through the TBDSSAB if necessary

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	Ongoing	Kinna-aweya Legal Clinic	Support the endeavours of Kinna-aweya Promote the services of Kinna- aweya	Older adults with a low income have access to legal help	
<i>Health care</i>	55+ Health Fair	Annually (March 25, 2023)	Age Friendly Board Coordinator Working group members	Knowledge and information sharing with older adults aging at home. Older adults find supports to help meet the social determinants of health, including food security, housing security, health care, social inclusion, financial	Older adults are meeting all social determinants of health

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			<p>empowerment, safe neighbourhoods, etc.)</p> <p>New companies are able to showcase items and services to help older adults age at home Brings non-profit and business sectors together</p>	
Create Snow Moles Pilot Project is created	Winter 2023-2024	Coordinator	Older adults who walk outdoors will complete an outdoor winter walking survey	Older adults can walk safely outdoors in the winter in Thunder Bay

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			that will be shared with the City and the TBDHU's Walkability committee to help develop solutions to issues surround outdoors winter walking for older adults	and are able to access exercise programs to help keep them healthy, active and connected to community
Create and support exercise opportunities for older adults aging at home	Ongoing	Coordinator VON Age Friendly TV Show St Josephs Care Group (Alison Denton)	Create a theraband how to video with VON Create a one minute exercise segment on the Age Friendly TV Show for older	All older adults in Thunder Bay are exercising safely and regularly while they age at home. Injuries among older adults are prevented.

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		TBDHU (Judi Marton, Shaylin Hakala)	adults to follow along Add exercise programs, workshops, etc. to the AFTB website and social media Walkability committee works collectively with AFTB	Strength, flexibility and mobility are increased among older adults aging at home	
<i>Activities and friends</i>	Create and in-person support network for Older Adults to discuss the issues that are meaningful to them (i.e. going through hearing loss, dementia, financial difficulties, decluttering,	Has been on hold through COVID – reintroducing the idea for 2023	No lead so far, but Eleanor Ashe will volunteer to supply snacks	Tea Talks take place on a regular basis– where older adults convene and hear a short presentation and	Social inclusion and social safety net for older adults is established.

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	food security, specific health issues, etc.)			have a snack and discuss	Older adults develop peer relationships Older adults receive support and social inclusion
<i>Housing</i>	Support the Thunder Bay Tiny Homes Committee	Ongoing	Coordinator Working group members	Older adults understand the options around tiny homes for aging at home. More tiny home options are developed for older adults aging at home.	Older adults are able to live in tiny homes while aging at home
	Join the Thunder Bay Housing and Homelessness Coalition Advisory Board	Meet monthly (3 rd Tuesday of every month, except July and August) with the Thunder Bay	Coordinator	Create a connection to TBDSSAB,	All older adults are able to age

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	Designated Housing and Homelessness Coalition Advisory Board (CAB)		<p>coordinated access table (CHAT), and numerous groups, organizations, agencies and governments re: housing and issues surrounding housing and homelessness</p> <p>Create collective impact and community engagement around housing issues for older adults</p>	<p>at home if they want to .</p> <p>All older adults understand the housing options available, and are able to afford safe, secure housing.</p>
<i>Help at home with home</i>	Create more knowledge regarding home	Coordinator	Promote the do-it-yourself	Older adults can receive any at-

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<i>maintenance and repair</i>	maintenance and repair options for older adults aging at home		Home Depot??	programs that Home Depot offers re: home maintenance and repair	home supports that they need to be able to age at home successfully.
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Terms of Reference

Age-Friendly Thunder Bay Aging at Home Working Group

Vision

Adults who are aging at home can gain access to services and supports that allow for full participation in activities throughout the community.

Mission

To facilitate a collaborative process among community members, community leaders and other key stakeholders to develop strategic directions for issues surrounding Aging at Home in Thunder Bay.

Background

We have come together from the recommendations developed from the Age Friendly Thunder Bay Community Wide Action Plan (2017) to coordinate specific actions that will help to create an environment that is designed to support and enable people to age at home actively – that is to live in security, enjoy good health, and continue to participate fully in society.

Goals

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The Working Group will follow the Age Friendly Aging at Home workplan

Membership and Structure

Membership is open to any Age-Friendly Steering Committee member, or organization/professional who is interested in issues surrounding Isolated Adults in Thunder Bay. The Working Group will be open to organizations and individuals that support our Vision, Mission and Goals. We will operate via the following terms:

Meeting Frequency

1. Zoom meetings will be held monthly, on the first Tuesday at 10:30 am
2. Zoom invitations for the calendar year will be sent out and a reminder email will be sent close to the meeting date.
3. Additional meetings may be called if additional external funding and project opportunities arise.
4. All members are expected to attend if possible.

Decision Making

Decision making should reflect the needs of the general membership and the guiding principles of Age Friendly Thunder Bay. Decision making processes will strive to enable participants to express their needs and share their solutions and visions through an

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environment that encourages transparency, mutual respect, collective input, and trust. All decisions will be brought to the Board by the Coordinator for approval.

Terms of the Working Group

Working Group Lead

The Age Friendly Thunder Bay coordinator will act as the working group lead

Their responsibilities include:

- Present information at the Working Group meetings
- Participate actively in the Working Group, and provide expertise and contribute to its work
- Oversee and monitor the implementation of the Working Group and the Isolated Adults Working Group work plan.
- Plan agenda for Working Group meetings.
- Fully implement the work plan in accordance with the objectives, available budget, and established time frames
- Liaise with the community partners and community members
- Collaborate to ensure that the work plan can be implemented
- Monitor and track the progress of the work plan

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- Develop, co-ordinate and deliver presentations, as required
- Respond to requests from the community and community partners
- Facilitate the development and implementation of the new or adapted initiatives
- Ensure ongoing and effective internal and external communication
- Facilitate the meetings
- Create and send out the meeting agenda
- Take meeting minutes and disseminate to working group within one week of meeting
- Representing the Network on an as needed basis

Spokespeople

1. The Age Friendly Board is the spokesperson for the Working Group (at events, for media interviews, for presentations, deputations or when meetings with government officials and politicians occur)
2. All correspondence from the Working Group must be first sent to the Coordinator for review.
3. All correspondence from the Isolated Adults Working Group must be approved by the Board of Directors before sending.
4. All members of the Working Group must have the opportunity to review all correspondence sent from the Working Group.
5. All correspondence from the Working Group must be sent on Age Friendly Thunder Bay letterhead in full colour.

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6. On occasion, and as decided by the Board of Directors, a Working Group lead may act as a spokesperson.
7. Other spokespeople may be designated by the Board of Directors as needed.

Working Group Principles

At Working Group meetings, we will strive to treat one another with respect.

We understand that the resources/capacity of member organizations vary greatly.

We also understand that, beyond the work of the Working Group, the member organizations employ a range of work — some work closely with government, while others seek to push for policy change from outside government — and we appreciate that our strength comes from this “inside/outside” diversity (the only exception being that the Working Group will only support actions and groups that are non-violent).

We respect the various and different parameters, mandates, capacities, and resources of the member groups.

The Working Group will remain non-partisan and constructive.

Decision-Making Process for the Working Group

A consensus decision-making model shall be used for decisions pertaining to the work of the Working Group, with votes taken only when necessary.

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The need for upcoming decisions will be circulated in the agenda two weeks prior to the meeting at which the decision will be made. These decisions shall not be re-opened at future meetings. However, members may ask for clarification of the decisions, and with new information decisions may need to be revisited.

Decisions made at meetings on topics that are added to the agenda after the circulation of the agenda may be re-opened for further discussion and/or decision.

Decisions can be sought via email to the Working Group members. The timeline of the decision shall be highlighted within the email, allowing at least 10 working days for adequate consideration. To replicate the open discussion of a meeting as far as possible, members should reply to all in their email. A majority vote of the Working Group members shall determine a decision.

Process of endorsement

It is anticipated that the Working Group will, from time to time, be asked to endorse/support various public forums, events, marches, and open letters/statements.

The Board will make these decisions.