

AGE FRIENDLY ISOLATED ADULTS WORKING GROUP WORKPLAN

Concern	Activity	Timeline	Lead	Outcome
<i>Snow removal during the winter months</i>	<ul style="list-style-type: none"> • Snow Angels program 	Winter 2023 and Winter 2024	55+ - Twyla Biluk	<ul style="list-style-type: none"> • Older adults that are isolated can have a pathway cleared of snow, so they are able to easily get in and out of their homes (including emergency vehicles) • Snow angels program became a permanent program managed by 55+ in Fall 2022 • AFTB will continue to support the Snow Angels program financially by purchasing shovels when necessary (with Board approval)
<i>Access to information</i>	<ul style="list-style-type: none"> • Cable tv show to highlight the activities of Age Friendly 	2023	Rebecca Johnson and working group members	<ul style="list-style-type: none"> • Age Friendly TV Show is created with Rebecca Johnson hosting “The Age Friendly TV Show” – 24 minutes per show with three 8-minute segments and a 1-minute exercise segment informing older adults of various issues and information, so they are able to fully take part in community activities • Show is continuing and new topics are being added regularly

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<ul style="list-style-type: none"> • Handouts from AFTB are added to “swag bags” for Snow Angels clients 	<p>Winter season</p>	<p>Coordinator Twyla Biluk</p>	<ul style="list-style-type: none"> • Older adults have printed information to help connect them to supports, services and resources in the community, including the Older Adults Resource Guidebook, Therabands and the accompanying infographic, transit infographics, and any other items that are created by AFTB that are appropriate
<ul style="list-style-type: none"> • Advocate for and promote 211 	<p>Ongoing</p>	<p>Coordinator working group members connected organizations</p>	<ul style="list-style-type: none"> • Older adults receive help to get information that is available to them
<ul style="list-style-type: none"> • Cyber Seniors 	<p>2023</p>	<p>AFTB Board Coordinator</p>	<ul style="list-style-type: none"> • Older adults develop digital literacy and have access to tablets, laptops, wifi and training to be able to use the materials • More organizations are connected to Cyber seniors and promote AFTB

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			Cyber Seniors	
<i>Website update</i>	<ul style="list-style-type: none"> • Work collectively with the marketing working group to develop new ways to promote the website, AFTB and promote items on the website 	Ongoing	Marketing working group Coordinator Working groups	<ul style="list-style-type: none"> • Website updates continue • Older adults have access to information • Children and friends of older adults have access to information • Older adult’s guidebook is available on the website and is regularly updated and available for download and printing
	<ul style="list-style-type: none"> • Continue to update the website adding in information for isolated older adults 	Ongoing	Marketing working group Coordinator Working groups	<ul style="list-style-type: none"> • Website is always up to date with new information
<i>Tablets for isolated adults</i>	<ul style="list-style-type: none"> • NWCHC develops a program for older adults to be virtually connected and 	Current	Norwest Community Health Centres	<ul style="list-style-type: none"> • Older adults are connected to the internet and receive information, support and resources virtually

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<p>help to eliminate the digital divide</p> <ul style="list-style-type: none"> • LSPC develops a tablet loan program that will connect older adults to their families and to online programming and information • Promote organizations that loan tablets/laptops to older adults 	<p>Updated January/February 2023</p>	<p>Lakehead Social Planning Council</p> <p>Thunder Bay Literacy Centre</p> <p>Thunder Bay Multicultural Association for use by clients of the organization</p> <p>Thunder Bay Public Library</p>	<ul style="list-style-type: none"> • Older adults have access to virtual programming and use tablets proficiently • Older adults are connected to family members through the lockdown • Older adults are able to learn and participate in programming • An infographic is produced so older adults know where to borrow tablets/laptops and receive training to use them
<p><i>Newsletter in print version</i></p> <ul style="list-style-type: none"> • Continue to create a quarterly 4 page newsletter in print format to be 	<p>bi-monthly</p>	<p>Coordinator</p>	<ul style="list-style-type: none"> • Older adults will have access to information in print format

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	<p>delivered to isolated older adults</p> <ul style="list-style-type: none"> • Include in other major newsletters like the Source, etc. 	<p>Current</p>	<p>Anna Grenier Judi Marton</p>	<ul style="list-style-type: none"> • Positive information included in newsletter will help older adults to have a more positive outlook • Newsletters are delivered to isolated older adults through various organizations, including: RFDA, Dew Drop Inn, Red Cross transportation services, TBDHU, NWCHC, Meals on Wheels, apartment building on Court St., Community Food Centre, Multicultural Association, and online • The AFTB newsletter is disseminated more widely to reach more isolated older adults
<p><i>Tea Talks</i></p>	<ul style="list-style-type: none"> • Create tea talks modeled after the ones created by the GIANTs program 	<p>In the process of beginning again – early 2023</p>	<p>Rebecca Johnson Steering Committee members</p>	<ul style="list-style-type: none"> • Older adults are able to get together to discuss important personal issues and gain feedback from peers • Regular tea talks are scheduled and hosted in various areas of the city to accommodate all older adults

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<i>Create alternate ways to disseminate information</i>	<ul style="list-style-type: none"> • Handouts • Infographics 	Ongoing	Coordinator Working group members	<ul style="list-style-type: none"> • Isolated older adults gain access to resources, information, services and supports that will help them to become connected to community, be kept safe and secure in their own homes, and be able to participate more in society
<i>Improved health for Isolated Older Adults</i>	<ul style="list-style-type: none"> • Create no-cost or low-cost access to easy at-home exercise • Examine where we can better reach isolated older adults to disseminate health information 	Current	Judi Marton Kelsey Kapush	<ul style="list-style-type: none"> • Isolated older adults have access to exercise information that is easy for them to do alone at home
	<ul style="list-style-type: none"> • Disseminate Therabands and the infographic and video information to isolated older adults both online and in print version 	Current	Coordinator	<ul style="list-style-type: none"> • Isolated older adults have access to exercise equipment and information regarding how to exercise at home alone
	<ul style="list-style-type: none"> • Promote the newly developed Falls Prevention working group via email, swag, print materials and regular ZOOM meetings 	Current	Coordinator, TBDHU (Judi Marton)	<ul style="list-style-type: none"> • Older adults have information about falls prevention and falls are prevented with less injuries among isolated older adults

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Terms of Reference

Age-Friendly Thunder Bay Isolated Adults Working Group

Vision

Adults experience social inclusion and 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 a workplan that includes actionable items that support Isolated Adults 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 prevent isolation among adults and to create a community that allows for full participation in all activities so that they can live in security and enjoy good health.

Goals

The Working Group will advocate for the goals set out in the annual workplan (see attached)

Membership and Structure

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Membership is open to any Age-Friendly Steering Committee member, or organization/professional who is interested in issues surrounding Isolated Adults 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

Zoom meetings will be held monthly, on the first Tuesday at 10:30 am

Zoom invitations for the calendar year will be sent out and a reminder email will be sent close to the meeting date.

Additional meetings may be called if additional external funding and project opportunities arise.

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

Term of the Working Group

Working Group Lead

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

Their responsibilities include:

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- 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
- 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

UPDATED JANUARY 2023

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Spokespeople

- 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)
- All correspondence from the Working Group must be first sent to the Coordinator for review.
- All correspondence from the Isolated Adults Working Group must be approved by the Board of Directors before sending.
- All members of the Working Group must have the opportunity to review all correspondence sent from the Working Group.
- All correspondence from the Working Group must be sent on Age Friendly Thunder Bay letterhead in full colour.
- On occasion, and as decided by the Board of Directors, a Working Group lead may act as a spokesperson.
- 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.

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- 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.