



Action Plan

2015-2017



JUMPP Strategic Planning Committee
Los Angeles County
Joint/Shared-Use Moving People to Play
Task Force
Adopted October 20, 2015

Joint/Shared-Use Moving People to Play (JUMPP) Action Plan 2015 - 2017

Introduction

This Action Plan was developed by the JUMPP Strategic Planning Committee to operationalize the 2015-2020 JUMPP Strategic Plan. The Action Plan lists specific action items to be completed by the JUMPP Task Force during the first two years of the 5-year Strategic Plan, and indicates the lead group and progress measure for each item. The Action Plan is presented in table format.

Acknowledgments

The development of the JUMPP Action Plan would not have been possible without the valuable contributions of Ad Lucem Consulting and the JUMPP Strategic Planning Committee, JUMPP Task Force, and Los Angeles County Department of Public Health leadership and staff.

Prepared by the **Los Angeles County Department of Public Health** for the **Los Angeles County Joint/Shared-Use Moving People to Play Task Force**

Adopted on October 20, 2015

This project was supported in part by the Centers for Disease Control and Prevention's Racial and Ethnic Approached to Community Health (REACH) Demonstration Project through a contract with Community Health Councils, Inc. [source CDC agreement No. U58DP004732-PPHF12] and a cooperative agreement with the Los Angeles County Department of Public Health (Notice of Award No. 1U58DP005509-01).

2015-2017 JUMPP Action Plan

The table below outlines the JUMPP Strategic Plan Priority Areas and Strategies for 2015 - 2020. Those written in **blue** are addressed in this 2015 - 2017 Action Plan.

Strategic Plan Priority Areas and Strategies

Strategic Priority A: Identify and develop resources to increase community access to and utilization of spaces and facilities for physical activity

- Strategy A.1 Identify, develop and make accessible joint/shared-use best practice models, policies and tools to support community engagement to advance joint/shared-use among communities with greatest need
- Strategy A.2 Develop tools to identify and prioritize communities with greatest need (e.g. park-poor, high chronic disease rates)
- Strategy A.3 Scan Los Angeles for opportunities to integrate joint/shared-use into funded projects
- Strategy A.4 Develop a system for identifying and tracking new funding streams for joint/shared-use

Strategic Priority B: Communicate and disseminate joint/shared-use best practices, successes, and challenges

- Strategy B.1 Select a common language for joint/shared-use**
- Strategy B.2 Disseminate best practices/materials/toolkits that are most relevant to LA County to JUMPP membership and community, including schools
- Strategy B.3 Create an awards program to highlight successful joint/shared-use efforts
- Strategy B.4 Provide training to build capacity of community members, Task Force members, organizations and agencies to implement joint/ shared-use policies and practices**

Strategic Priority C: Develop JUMPP organizational capacity and resources

- Strategy C.1 Formalize JUMPP membership to be an inclusive and engaged group with an agreed upon structure and processes for communication and operation**
- Strategy C.2 Ensure Task Force sustainability
- Strategy C.3 Evaluate JUMPP's achievements and effectiveness

Strategic Plan Priority Area B				
<i>Communicate and disseminate joint use best practices, successes, and challenges</i>				
Strategic Plan Strategy 1		Select a common language for joint use		
Action Plan Item	Lead	Progress Measure	Year 1 2015-16	Year 2 2016-17
1. Form communications and dissemination workgroup	Steering Committee	Workgroup members identified	X	
2. Select workgroup chair(s) and develop meeting schedule	Communications Workgroup	Workgroup leadership and meeting schedule in place	X	
3. Gather existing joint use definitions and terminology (from websites, toolkits)	Communications Workgroup	Definitions collected	X	
4. Create a list of all relevant terms and their definitions	Communications Workgroup	List of terms	X	
5. Discuss how to assure that the selected terminology makes sense to diverse sectors	Communications Workgroup	Agenda item at workgroup meeting	X	
6. Develop a short presentation for the Task Force on joint use terminology	Communications Workgroup	Presentation developed	X	
7. Share findings at JUMPP Task Force meeting	Communications Workgroup	Presentation shared with Task Force	X	
8. Come to agreement on joint use terms and definitions as a Task Force	Communications Workgroup JUMPP Task Force	List of agreed upon joint use terms and definitions	X	
9. JUMPP Task Force uses the agreed upon terminology in its communications. Task Force members implement the terminology in their work.	JUMPP Task Force	JUMPP products using terminology	X	X

Strategic Plan Priority Area B <i>Communicate and disseminate joint use best practices, successes, and challenges</i>				
Strategic Plan Strategy 4 Provide training to build capacity of community members, Task Force members, organizations and agencies to implement joint use policies and practices				
Action Plan Item	Lead	Progress Measure	Year 1 2015-16	Year 2 2016-17
1. Create list of possible training topics	Communications Workgroup	List of training topics	X	X
2. Create list of partners that convene groups (e.g. NEOP, Parks and Rec, etc.) as possible venues for trainings	Operations Workgroup	List of partners	X	
3. Prioritize list of partners to engage	Operations Workgroup	Prioritized list of partners	X	X
4. Assign workgroup members to connect with prioritized partner organizations to identify opportunities to insert joint use into existing conferences, trainings, meetings, etc.	Operations Workgroup	Matrix prepared identifying partner organizations, contact information, responsible workgroup member Check-in at Task Force meeting	X	X
5. Develop training modules that can be presented at partner trainings	Communications Workgroup	Training developed	X	X
6. Present joint use modules at partner trainings	Communications Workgroup	Trainings delivered		X
7. Identify trainings that could be conducted at JUMPP meetings for Taskforce members and guests	Communications Workgroup	List of potential training topics		X
8. Develop the training	Communications Workgroup	Training agenda and materials developed		X
9. Identify and invite participants to the training	Communications Workgroup Operations Workgroup	Participant sign-in list		X
10. Conduct the training	Communications Workgroup	Conduct brief evaluation following training		X

Strategic Plan Priority Area C Develop JUMPP organizational capacity and resources				
Strategic Plan Strategy 1 Formalize JUMPP membership, operational structure and processes				
Action Plan Item	Lead	Progress Measure	Year 1 2015-16	Year 2 2016-17
1. Refine JUMPP Task Force mission and purpose	Steering Committee	Steering Committee adopts mission and purpose and presents to Task Force.	X	
2. Develop JUMPP guiding principles and rationale for joint use	Steering Committee	Steering Committee adopts guiding principles and rationale and presents to Task Force.	X	
3. Clearly define roles and responsibilities of Task Force members	Steering Committee	Document clearly describes roles and responsibilities Members agree to actively participate	X	
4. Review Task Force composition and identify missing partners/sectors/geographies	Steering Committee Operations Workgroup	List of current members and missing partners/sectors	X	X
5. Develop JUMPP logo and letterhead to “brand”/provide a visual identity to JUMPP and present to Task Force	Steering Committee LA County Parks and Recreation	Logo developed Letterhead developed Presented to Task Force	X	
6. Develop an engaging one-pager on JUMPP to send to prospective Task Force members	Steering Committee	One pager developed and sent to prospective members	X	
7. Invite new members to join JUMPP Task Force	Steering Committee Operations Workgroup	List of additional sectors added to Task Force Growth in non-traditional partners (e.g.: Youth) Geographic representation of areas of the county with the highest disparities	X	X

Strategic Plan Priority Area C Develop JUMPP organizational capacity and resources				
Strategic Plan Strategy 1 Formalize JUMPP membership, operational structure and processes				
Action Plan Item	Lead	Progress Measure	Year 1 2015-16	Year 2 2016-17
8. Develop a list of topics and activities for Task Force meeting agendas	JUMPP Co-Chairs Steering Committee	List of topics developed May include discussion formats, guest speakers, presentations of JUMPP or other materials	X	X
9. Develop JUMPP Task Force meeting agendas and ensure they include time for workgroups to work	JUMPP Co-Chairs Steering Committee	Task Force agendas developed include time for actual work	X	X
10. Steering Committee Chairs/LADPH facilitate Task Force meetings	JUMPP Co-Chairs	Agendas show Steering Committee and LADPH roles	X	X
11. Develop relationships among Task Force members	Steering Committee Operations Workgroup	Time on agenda for networking and collaboration Time and activities to foster relationship building included on agendas	X	X
12. Continuously facilitate Task Force members' active participation	Steering Committee Operations Workgroup	Track meeting and workgroup participation	X	X
13. Develop a press release to communicate JUMPP's composition, growth and priorities	Communications Workgroup	Press release sent to partner organizations for posting in newsletters, social media and on web sites	X	X

JUMPP Strategic Planning Committee

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