Improving Interactions Law Enforcement + People who Use Drugs
Prototyping + Implementation Session 5
3 hours

PHASE 5: **PROTOTYPING GENERATION + IMPLEMENTATION PLANNING**
Formulate recommendations, prototypes, and initiatives based on a greater understanding of the system.
In this session, we will:
1. Continue building relationships across the co-design team
2. Brainstorm potential prototypes and solutions to try
3. Use a feasibility matrix to map prototype ideas to determine what to test
4. Walk away with a solution(s) to test and implement and begin implementation

Participant Facing
Purpose Statement:
Explore what solutions we want to test.

Objectives:
- Continue building relationships across the co-design team
- Identify potential solutions, prototypes, and recommendations desired from the community
- Determine feasibility
- Plan with an implementation template
- Plan next steps for implementation

Materials:
- Flip chart paper
- Post it notes
- Pens, markers
- Name tag
- Star stickers
- Tape
- Print:
  - Facilitator Agenda (this doc)
  - Participant Agenda + Group Agreements
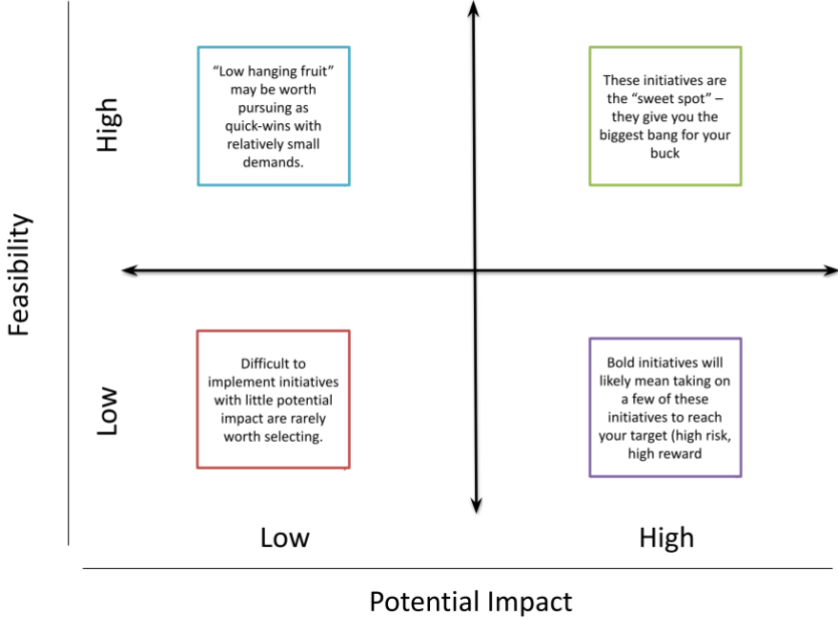 - Preliminary Top Solutions to Test Template

High Level Agenda:
- Welcome framing and flow
- Check-in
- Remind/Discuss
- Break/Lunch
- VOTE
- Implementation planning
- Next steps
- Check out

Annotated Agenda

Host + Time	Module Description	Tech Set Up + Material Notes

10 min	Welcome Framing and Flow
	
	Objectives + Meeting purpose
	• Continue to build relationships across team
	• This phase is about identifying an impactful activity for us to do together - it is not the end all be all = it is a starting point that will hopefully become the beginning of an ongoing collaboration so that you can make real impact within the community; while it is easy to get into analysis paralysis the intent now is to find something that is 1. Impactful, 2. Feasible (ie. under 6 months for a test, 20k funding) 3. Something that the larger community wants and 4. Begin the process of working together on an initiative.
	2 Pathways
	• 1. Sometimes the initiatives are specific like a wellness program for LE or creating videos for community education and destigmatizing both people with lived/living experience or LE - highlighting success stories that exist within the community already (Clallam)
	• 2. Sometimes the community (such as Yakima) decides that coming together ongoing to learn about what exists in the community and how to better coordinate efforts for greater impact is the project; in that case you can use the money for ongoing meetings, funding a local facilitator or house the initiative within an existing entity and give the funding to them to become the backbone that coordinates meetings.
	• Add/identify further potential solutions to test
	• Vote on top 1-3 ideas
	• Consider/determine feasibility
	• Work on plan templates for each idea
	    o Purpose, goals, responsibilities, timeline
	• Plan next steps for implementation
	    o What tasks need to be completed & by whom?
	
	How can we get input from PPLE in your community to give feedback on this solution?
	
	U process - identify where we are in the U journey.
	
	After the session, the research team will support in researching the top 1-3 ideas selected
		Feasibility Considerations
		
		Objectives
		
		Purpose
		
		U Poster

15 min	Check in Introductions if new people are present.	None

	Check in question: What is "saving" your life right now? (This is not meant to be super deep…it could be anything. It's essentially asking what is one thing that you just love right now where you are) 1-4-Whole (solo - 5 min, in 4s-15 min, whole group - 15 min)	

30-45 min	Remind/Discuss:
	• Importance of relationships and celebrate them for all that they have accomplished to date by building their connections with each other - this is not common practice in our world where unlikely collaborators get to share space and time together and inform each other to create real change at the community level and our team really wants to celebrate you all for doing the most important thing in this project: **Showing up and being willing to learn with each other and grow and act on behalf of your community!!!**
	• Where funding fits in
	• Analysis paralysis
	    o Burning building
	    o What will/can impact or be effective for our community the most at this time?
	• Feasibility of individual solutions
	
	Revisit Feasibility Criteria
	Feasibility of Implementation Criteria
	• Is there a cost? Is the cost prohibitive? (If yes, it could be a longer-term solution, which is important - track it but also find the low-hanging fruit and/or break down a longer-term solution into smaller steps!)
	• Will the community want this idea? Will decision-makers support it? Is this a solution we can sustain?
	• Are there "champions" that will make it happen? Do we have the right people to support it? Who else do we need on board and are we going to include them?
	• Who might get in the way of getting this done? Can this be overcome?
	• Is there a "home" for this project? Where will it live? We found solutions from last time were most successful if they had a home.
	
	Review matrix from last session (whole group)
	
	Consider adding information gathered since last meeting. (whole group)
	
	What do you see as our potential direction for our prototype?
	
	Is there anything to add to the matrix before voting?
		Feasibility Criteria - whiteboard

30 min	LUNCH	Should be about 12:15pm
5 min	**VOTE** VOTE: Prioritize solutions through a voting process + generate a list of recommendations prioritized by the group Come up with top 1-5 solutions. Next step will be to identify evidence to help narrow down to 1 or 2 solutions, such as feasibility/input from key agencies, input from people with living experience, and research.	Star stickers
40 min	Preliminary Top Solutions to Test Template **Going to play this a bit by ear. If they have multiple solutions, we will plan to proceed with small groups and template work. If they only have 1 solution we will work as a whole group on a single template. Handout templates Get into small groups based upon solutions they want to contribute to and use the template to support building out their next steps in order to eventually narrow down solutions.	Templates
15 min	Report out, if needed, as we may have been working as a whole group depending on the number of ideas they are considering.	
10 min	Next steps	

	Our team will take their prioritized recommendations, write them up, and share them via email. WHO Should attend that session? Any representatives and elected officials? Is there any work to be done by this group between now and the next session? If so, what is it and who is doing it?	
5 min	Closing Appreciations and Check out	