Minutes

Wisconsin Partnership Program
Lifecourse Initiative for Healthy Families Evaluation Workgroup
The Johnson Foundation at Wingspread, 33 East Four Mile Rd, Racine, WI
December 1, 2010
10:30 am – 2:30 pm

Present: Mayia Corcoran; Quinton Cotton; Sheila DeForest (phone); Vivian Jackson; Murray Katcher (phone); Angela Moore; Patrice Onheiber (phone); Samantha Perry; Sarah Martin, Jessica Rice; Angela Rohan (phone); Pamela Smith; Julie Whelan Capell; Carole Johnson

Absent: Georgia Cameron; Ron Cisler; Marion Fass; Courtenay Kessler; JaNay Sims, Trina Salm Ward

Staff and Consultants: Paul Moberg, Nancy Eberle; Cathy Frey, Lorraine Lathen

1. Welcome, Introductions and Announcements
   Paul Moberg as chair of the Evaluation Workgroup called the meeting to order at 10:40 am and invited members to introduce themselves.

   Moberg announced that a small group will convene to discuss the epidemiology of infant mortality. The purpose is to provide technical and statistical advice to external groups interested in evaluating changes in mortality rates.

   Onheiber invited workgroup members to attend the Statewide Advisory Committee on Eliminating Racial and Ethnic Disparities in Birth Outcomes. This Committee was established in 2007 to advise the Department of Health Services in the implementation of the Framework for Action. The group will be meeting in 2011 with dates to be determined.

2. Review minutes from October 27, 2010 meeting
   Members accepted the October 27, 2010 minutes as distributed.

3. Brief update from each LIHF site
   Cotton, Moore, Smith and Perry reported on each LIHF collaborative activities since the workgroup last met. Members discussed various approaches to sharing results of the Wilder survey with collation members, data collection activities, trainings, community education efforts, new partnerships and upcoming local events.

   Lathen emphasized the need for community participation and the difficulty of engaging the target population. Because of the national and state attention being paid to the LIHF initiative, it is essential that consumers become more engaged at the community level. Members discussed appropriate strategies to maximize community participation.

4. Update on Steering Committee
   Lathen provided an update on the November 3, 2010 Steering Committee meeting. The Committee discussed the work of the Communication and Public Awareness Workgroup, strategies for the Fund Development Workgoup, and 2011 milestones in transition from
planning to the implementation phase. Evaluation workgroup members are invited and encouraged to attend any future Steering Committee meetings.

5. **Review Logic Model**
   Lathen distributed copies of the approved logic model as a framework for the Lifecourse Initiative included in the planning Request for Partnerships. She encouraged members to use this document for the evaluation planning process. Members will also have the opportunity to provide input into the refinement and revision of the logic model as the program transitions into implementation.

6. **Group discussion of Proposed Evaluation Questions**
   Moberg and Eberle discussed the evaluation questions that workgroup members generated at the last two meetings. Eberle reminded members that the purpose is to develop a set of evaluation questions to address short, medium and long-term outcomes as reflected in the program logic model. Questions are now categorized into the two program phases, Planning, Implementation, in terms of both process and outcomes measures. Members discussed the questions and identified areas not previously identified. Eberle presented a draft table format for the group to use in beginning to operationalize and prioritize the evaluation questions. Staff will revise the questions and table based on member feedback, continue to identify potential data sources and present at the next meeting.

7. **Community Needs Assessment tool**
   Members discussed an alternative version of the community needs assessment tool that could still be standardized among the four collaboratives, but would not require the respondents to agree on quantified ratings for each issue in the tool. Several members expressed the preference to use the original, quantitative version of the tool. Each collaborative will have the option to complete the tool with numerical ratings or narrative responses, but all were encouraged to include at least some narrative explanation to illustrate and support any numerical ratings they include. The WPP will provide additional training and examples for coordinators.

8. **Adjourn and next meetings**
   Moberg discussed next steps for the evaluation workgroup include the following activities:
   - Recap of any work assignments
   - Plans for next steps
   - Future meeting dates & locations

   The next meeting of the workgroup is Wednesday, January 12, 2011 from 1:30 to 3:30 immediately following the Steering Committee in Milwaukee at the United Way of Greater Milwaukee.

   The meeting adjourned at 2:30 pm.

Recorder, Cathy Frey