

AzNN Evaluation Committee Meeting FFY2016 Minutes

1/21/15 1:00 p.m.-2:00 p.m.

Meeting was called to order by Laurel Jacobs

I. In Attendance

UA AzNN Evaluation: Laurel Jacobs, Theresa LeGros, Amber Richmond, Vernon Hartz

AzNN: Stephanie Martinez, Jillian Papa, Amanda White

UANN Apache/Navajo: Absent

Coconino Health Department: Absent

City of Tempe: Brandon Hernandez, Patty Russell

Maricopa Health Department: Sara Horner

UANN Maricopa: Traci Armstrong Florian

Mohave Health Department: Melissa Palmer

Navajo County Health Department: Cherilyn Yazzie

UANN Pinal: Lori Lieder

UANN Pima: Lauren McCullough, Dan McDonald, Vanessa Farrell

UANN Yavapai: Hope Wilson

Yuma Health Department: Absent

UANN Apache and Navajo: Margine Bawden

II. Update on Youth Proctoring Protocol – Theresa LeGros

- The AzNN Biweekly that went out last week included a youth survey update.
 - The update is to return surveys to the evaluation team instead of sending them to the AzNN directly.
 - New address: ATTN: Theresa LeGros
1177 E 4th St Bldg. 309 Rm. 205
Tucson, AZ 85721
 - Other best practice updates to proctor instructions include:
 - Take time to explain to students how to bubble in answers completely.
 - We are no longer asking students to fill in the bubbles under their written names. Instead, they are writing names, only, in the boxes.
 - Just as an FYI to contractors, setting up back to back classes worked well when the evaluation team proctored five class surveys in 1.5 hours.
- Questions: N/A

III. Update on Adult Evaluation Project – Laurel Jacobs

- We have had a lot of wonderful response to the MyPlate My Family rollout of the research project for adult education.
- Counties that are participating: Maricopa, Mohave, Pima, Pinal, Santa Cruz, Yavapai, Yuma, and possibly others not yet confirmed.

- We have completed a lot of the pre-tests and are starting to begin post-tests. Our schedule is almost full. Thus far, 44 adults have participated in pre-tests.
- There is a gap we are seeing with Spanish classes versus English classes. We have a lot of success with Spanish classes, however, there are not a lot of English classes. We want to be able to balance out the amount of classes in relation to languages. Please keep this in mind if you have English language adult MPFMF sessions that might be able to participate in this project.
- There aren't gift cards available yet. We are 50% through the bureaucracy system, which is right on schedule. We will be able to mail them out soon.
 - What this means: we will bring incentive items for participants in the meantime. The AzNN and Pima CHAPS have donated items (thank you). Currently, we are collecting addresses from participants in order for them to receive a gift card.
 - The repercussion: we are holding off on focus groups. We want to be able to give participants gift cards in the moment after a focus group.
 - The maximum amount participants will be able to receive is likely to be \$30 not \$40, since we're only doing a small subset of focus groups. The last \$10 are for participants who complete a follow-up survey after 3 months.
- AzNN Conference is in May. We will be sharing our findings so far during that time.
- Questions: N/A

IV. Curricula with Embedded Evaluations – Laurel Jacobs

- In our last AzNN Evaluation Committee meeting, we discussed embedded evaluation in approved curriculum. A question came up relating to the number of approved AzNN curriculum that already have evaluation elements embedded with curricula. What do we do about embedded curriculum? Are contactors required to use them?
 - Our team and Ryan Lang, Direct Education Lead, looked into those curricula to determine what should be a requirement and what should be optional.
 - Final determination: about half of the curricula with embedded evaluations will be required and the other half are optional.
 - Embedded evaluation that is required is not for the purpose of evaluation from the Evaluation Team's perspective. There are instances where the embedded evaluation is a component of the learning process, and so if an embedded evaluation were to be removed, it would reduce the fidelity of the curriculum.
 - Optional embedded evaluation is not required. You are welcome to use it for internal purposes.
- Questions:
 - Lauren McCullough, UANN Pima CHAPS: Results of the pre/post evaluation go along curricula, would that be required for knowledge generation purposes to go through unique IRB?
 - Laurel Jacobs, UA AzNN Evaluation: Yes. Keep in mind that what is embedded differs from curriculum to curriculum and it isn't always formal. Some evaluations are orally obtaining knowledge. Contractors can collect that internally.

- If a contractor does use an embedded evaluation to generate knowledge in a way that meets the agency’s definition of “research,” then IRB review is recommended.

V. SFSP March Training – Contractor Feedback- Laurel Jacobs

- Strategy 4, Summer Food Program: How have contractors started to support the implementation and promotion of the program? We want to evaluate the effectiveness of Strategy 4 and the support in implementation and promotion.
- The evaluation team is providing a training in March for SFSP. I’m working on a quick assessment for contractors to use with their SFSP representatives at the start of each summer session.
 - There is a Food Nutrition Services outreach tool called the Summer Food Service Program Toolkit. Has anyone used this tool or something similar?
 - Lori Lieder: We have not used it in Pinal, however, we would be interested in what it is and how to use it.
 - Lauren McCullough, UANN Pima CHAPS: I am familiar with the ADE website for logos, media and radio ads that already have everything made.
 - Cherilyn Yazzie, Navajo County Health Department: I have looked into the ADE tool kit. We are looking at mobile programming and selling it to school districts. We are talking to the Food Service Director about transportation.
 - The tool would help collect information on current average levels of meal participation, max capability or participation, marketing, current communications in place, outreach materials used, transportation, current summer programs in place, etc.
- Questions:
 - Dan McDonald, UANN Pima: Why would we be doing that assessment? Is it a different segment of funding and purpose in terms of the site themselves? What is the impact and is it our responsibility? Could you give me an idea of a good starting point?
 - Strategy 4 is new this year, and contactors have put a number of activities into their work plans to support SFSPs:
 - Lori Lieder: We are promoting at MyPlate for My Family sessions and giving out information about summer programs for parents to start thinking about before the summer. This is happening in food banks and at WIC for parents to have enough time to consider it. We are starting to work with school districts.
 - Brandon Hernandez and Patty Russell, City of Tempe: We are meeting with the Food Service Director to ask if we can have a project at eligible sites. We would suggest looking at this from a district or area perspective versus schools. Every summer the schools doing the programs change. The results may show a lot of participation one year and none the next. It is difficult to find promotional materials. Last year USDA had a website, but they didn’t update it until June.
 - If there is anyone on the call that feels they have some experience with summer food program support, I would love to connect. It would help refine development on research for a tool. I know this program is new to SNAP-Ed.

- Email: jacobsl@email.arizona.edu Phone: (520) 626-2216
 - Vanessa Farrell, UANN Pima: I wanted to clarify that all that is being done to evaluate strategy 4 is what is in the RFGA?
 - Laurel Jacobs, UA AzNN Evaluation: The evaluation team developed an evaluation plan for strategy 4 in early October. Contractors have more information about this strategy and its evaluation in the AzNN. Evaluation Framework Matrix. It lays out the plan for the next seven years starting on page 4.

VI. Evaluation of Strategy 10: Local Wellness Policy vs. Regulations – Theresa LeGros

One school partner described the difference between a policy and a regulation as follows:

- A Local Wellness Policy is the “what” and a Regulations is the “how.”

However, it is clear that different people will interpret how far a Policy’s “what” extends and how far a Regulation’s “how” extends. Key points include:

1. No matter how you interpret the “what” vs. “how”, both documents should surely be consistent with one another and not provide potentially conflicting info.
When in doubt, send both the Policy and Regulation (and other docs) to the evaluation team for WellSAT 2.0 scoring, or contact Theresa LeGros: dreja@email.arizona.edu, (520) 626-8766

VII. Follow up on Strategy 12 training: Evaluating the Implementation of School Health PSEs - Theresa LeGros

- Please reference the AzNN Biweekly for the FAQs from the training.
- A post-survey about the training has been sent.
- There was a concern from a contractor about low response rate and unrepresentative results.
 - We received sufficient information to answer our two general questions: (1) Are Contractors using more than one program and/or tool in AZ? (Answer: yes) and (2) DO Contractors have access to assessment data? (Answer: not usually)
 - Thus contractors who did not respond can be assured that they have been appropriately represented by the large variation in tools used and mixed response to data access.
- The National Healthy Schools Program Awards Checklist training will be held close to or in FY17. The implementation of the Healthy Schools Program is not required by the AzNN Evaluation Team. However, if you are interested in learning about that program, please contact Melissa McDonald. Her email is in the FAQ sheet.
- Questions: N/A

VIII. Reminder: Upcoming Go NAPPSAC Training

- This applies to any Contractor working in Early Childhood strategies 13, 14, and/or 15.
- Training will be on Thursday, February 11, 10:00 a.m.- 11:30 a.m.

IX. Next Meeting- Laurel Jacobs

- Thursday, February 18 1:00 p.m. - 2:00 p.m.
- We will always send out a reminder for upcoming meetings at least a day before the meeting. The date for it will always be in the minutes.