

CHARTER

Committee Name: MAPP Data and Evaluation Committee

Purpose: The MAPP2Health Data and Evaluation Committee will convene data partners to review current MAPP2Health community indicators, strengthen local data partnerships, and provide evaluation support and planning for the strategies contained in the MAPP2Health Report.

Committee Sponsor: MAPP2Health Core Group

Committee Lead: UVA Department of Public Health Sciences staff. *See table at end of document for more detailed tasks and deliverables.*

Committee Participants: Members should plan to attend approximately six planning meetings between now and September 2019. Thereafter, the committee could expect to have several yearly meetings on an ongoing basis.

Roles and Responsibilities: Participants whose organizations are required to conduct a needs assessment should plan to contribute to the discussion of what is required for their respective assessment, share evaluation metrics used for their own implementation plans, and contribute to a discussion of how to create a collaborative update and evaluation plan. Participants whose organizations provide data and evaluation expertise should plan to contribute to the discussion on strengthening local data, sharing additional data sources, and generally providing data and evaluation expertise.

Objectives:

1. Convene data representatives from various organizations—with a focus on organizations that are required to conduct community needs assessments and/or organizations that are data and evaluation leaders within the community—to discuss local data and evaluation of collaborative efforts within the context of MAPP2Health.
2. Review current MAPP2Health indicators, discuss other data used by participating organizations, and identify any gaps in indicators required for needs assessments by participating organizations.
3. For selected 2019 MAPP strategies (through the MAPP Best Practices Workgroup and locality Interagency Councils), provide input in order to develop an evaluation plan that

includes metrics and methods for collecting, updating, and sharing this information with other MAPP groups and within community coalitions.

4. Through ongoing meetings, provide input and guidance to MAPP Core Group, other MAPP groups, and community coalitions on regularly collecting, updating, and sharing metrics from the evaluation plan.

Background: In a 2017 survey of partner agencies involved in the 2016 MAPP process, in response to the question “*what one item would have the greatest impact in making the local public health system more effective?*,” the two answer choices with the highest percent of responses were:

More local data to better understand the local health status	23.08%
More collaboration among providers	19.23%

A Data and Evaluation Committee will address both of these identified gaps by strengthening partnerships in order to encourage and facilitate the sharing of more local data to better understand local health status as well as by strengthening planning around and evaluation of collaborative strategies to improve community health.

Current resources:

- Support from MAPP Core Group
- Data Dictionary for 20 MAPP indicators across the 4 priorities
- MAPP Tableau Dashboards
- MAPP Data Framework
- Health department conference room for meetings

What does success look like?

The Data and Evaluation Committee will be considered a success if:

1. There is regular meeting attendance, discussion, and collaboration between participants
2. Committee members review current MAPP community indicators and determine if any supplemental data should be included in the 2019 MAPP Report.
3. Committee members have robust discussion around evaluating activities and how to measure collective impact. Members and invited experts, if needed, consider and discuss evaluation metrics for selected / planned MAPP strategies that result in a written draft evaluation plan that is a support document for the 2019 MAPP Report.
4. After the report is published, the committee meets as needed to continue discussions and to provide input on data collection indicated in the evaluation plan. Data to be shared at least annually as part of regular MAPP updates to community partners.

Tasks and Deliverables:

Item	Deliverable(s)	Responsible	Notes
Monthly check-in and planning meetings between Committee Lead and TJHD's Healthy Communities Coordinator and Data Analyst.	Scheduled monthly meetings on calendar	Committee Lead / TJHD Healthy Communities Coordinator & Data Analyst	
Invite indicated committee participants to join the Data and Evaluation Committee.	Email from health director to all indicated contacts	MAPP Core Group / Denise Bonds	
Schedule and coordinate committee meetings.	Emails / meeting invites	Committee Lead	
Meeting agendas, sign-in sheets, and meeting minutes for all meetings.	Agendas, minutes, sign-in sheets	Committee Lead	
Review current MAPP indicators, discuss other data sources, and identify other data, if any, for inclusion in the MAPP report.	Meeting minutes reflecting discussion; Data Analyst bringing any additional indicators to MAPP Core Group for review	Committee Lead / TJHD Data Analyst / All Committee Members	Estimate 2 meetings winter 2018-2019
Coordinate with Best Practices Work Group and MAPP Core Group around potential strategies and ways to evaluate collective impact. As needed, invite additional subject matter experts (SMEs) to consult on strategies.	Meeting minutes reflecting discussion	All Committee Members / Committee Lead / UVA DPHS / TJHD Healthy Communities Coordinator & Data Analyst	Estimate one-two planning meetings in winter/spring 2019
Based on selected MAPP2Health strategies, develop a draft evaluation plan that includes metrics on "what was done?" and "has anything changed as a result?" Also include plan for collecting, sharing, and updating the evaluation metrics at least annually, if not more regularly.	Draft evaluation plan	All Committee Members / Committee Lead / UVA DPHS / TJHD Healthy Communities Coordinator & Data Analyst	Estimate two planning meetings in summer/fall 2019 as well as offline work to draft plan.
After 2019 MAPP Report is published in September 2019, coordinate with MAPP Core Group to assist with data collection and updating evaluation metrics for regular dissemination to MAPP partners (minimum annually).		Committee Lead / TJHD Healthy Communities Coordinator / TJHD Data Analyst / All Committee Members	Estimate 1-2 committee meetings per year to discuss program and provide data updates in advance of MAPP update and planning meetings.