



Evaluation Advisory Board
Minutes 7-24-07

Purpose: *To facilitate outcome identification, development and achievement, provide guidance and support for the implementation of service and outcome evaluation activities associated with the Division, and to promote and develop standardization of procedures.*

Agenda Items		Decisions/Notes
Announcements, Minutes, and Agenda Review	All	Minutes approved
Feedback loop on evaluations and evaluator progress	Patty/Brian	<p>Discussion regarding setting up feedback loop and inclusion of evaluators in Board discussions. Include in contracts.</p> <p>Also includes reports to Program Managers – what do managers do with the information. Present key decision points and recommendations</p> <p>Proposal: Evaluation committee preview presentations and help craft the presentation and the questions to teach Pm’s about how to manage with data. Also presentations should provide information in a way that supplies a context for decisions.</p> <p>Administrative Board is another way to provide information for feedback and a dissemination process as well as Chiefs and sub-committees.</p>
FGDM update	Patty/Brian	<p>Challenges to Ed: Access to Focus</p> <p>Student hires</p>
Update on Academy evaluation and report to Program Managers	Rick	Rick is presenting report at PM’s meeting in August and some date to the Chiefs meeting.

<p>Work load study – any further actions?</p>		<p>Report will look at how engaged supervisors are in the academy Brief aggregate report that runs information from Jan on. Determining how many are submitting CBLC at the next week. Also provide a report of those participants who are not participating along with their supervisor. Purpose of the CBLC is to redirects the supervisors role in terms of the new learner. Rick will also surveying the supervisors. Currently collecting information about the supervisors is on the back of the evaluation in the academy for new workers. How do we frame up the PM report? What are the outcomes we hope to achieve out of this report Are the supervisors actively participating in the process Is the CBLC a useful tool for supervisors How useful is this tool given a workload issue? Want from PM's the permission to survey the supervisors regarding how the tool is used. DATA NEEDS: Our turn-over rate has been X Time investment Could you identify a case load who has experienced a large turnover as opposed to a stable work load? For Chiefs: What is their role as trainers to implement this? What are the supervisors roles?</p> <p>Workload – met with AHA and meeting with Dee Wilson on workload issues. Next steps: Frank has the response close to finish presented to OPE on August 6th. Report to go to the Evaluation Board.</p>
<p>Next meeting & Agenda</p>	<p>All</p>	