

# DATA TASK FORCE

## Meeting Minutes

January 23rd, 2023 1:30-3:00 PM

Hybrid: In-person at the Community Health Institute/JSI and virtually on Zoom

### Attendance

Name	Attendance
<b>Task Force Members</b>	
Seddon Savage (Co-Chair)	In person
Steve Norton (Co-Chair)	In person
Amy Costello	In person
Dan Andrus	Zoom
Elyssa Sage	In person
Joanne Malloy	In person
Kayleen Janus	In person
Kerry Nolte	Zoom
Michelle Ricco-Jonas	Zoom
Milan Satcher	Absent
Tory Jennison	In person
<b>Public</b>	
N/A	N/A
<b>Liaison(s)/ Subject Matter Experts/ Invited Guests</b>	
Justin Cutting (Non-Voting)	Absent
Joe Harding (Non-Voting)	Zoom
<b>Center for Excellence on Addiction/JSI Staff</b>	
Amy Daniels	In person
Olivia Skaltsis	Absent
Hannah Lessels	In person
Becca Spaulding	In person

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## Welcome and Introductions

The Task Force introduced themselves, sharing their names and affiliations, if any.

## Review of Duties from Charter and Strategic Plan

Seddon shared that the two major focuses of the Data Task Force for the time being are: the inventory of data sources; and the strategic framework that the task force wants to use for their work measuring progress on different strategies in the state.

The Task Force reaffirmed their purpose as stated in the Plan:

- 1.) Presenting plan metrics and updates;
- 2.) Identifying trends and emerging issues;
- 3.) Reviewing and vetting secondary data sources/reports for dissemination to the Commission; and
- 4.) Providing input to update the data dashboard and report progress on metrics bi-annually.

In light of this review of responsibilities, one task force member inquired about the role of the Data Task Force in informing budget and investment decisions for the Governor's Commission. It was established that the Task Force can make data sources available and review the data sources to inform priority of investment areas. Amy Daniels noted that Jill Burke, the new BDAS director, is willing to share data from BDAS to inform decisions.

It was noted that the Budget Task Force is currently working on a process to review and make recommendations, and part of that will include getting feedback from other task forces. One person inquired about whether or not there is a plan within the Data Task Force to create criteria for providing feedback. Seddon noted that that would be a good idea, although difficult to operationalize.

Seddon noted that the Data Task Force has lacked information about funded programs that would allow them to identify outcomes. Amy Daniels shared that while these data often exist, they are not always readily accessible or shared with the Task Forces or Governor's Commission. Therefore, these data have not been considered in funding recommendations so far.

## Data Source Inventory

Hannah Lessels shared the inventory of Substance-Related Datasets and Data-Based Reports. This inventory was up-to-date as of September. It was established that the audience for this inventory would be anyone doing research in the field, as well as

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Commission members and Task Force members. It was decided that additional information needed in this document were: a description of what the data set contains and its metrics, and sorting and query capability. One Task Force member noted that she had access to a list that included other sources that also identified the measures that could be pulled from each source. This resource is called the DMI, and the Task Force member offered to share the document with the other Task Force members.

The Task Force decided that they will move forward with finalizing and posting the Data Source Inventory publicly. They will review and update the inventory at the upcoming meeting in February, as well as discuss the best way to present the inventory online. Once the inventory is finalized, the Co-Chairs will ask the Governor's Commission Chair for support from JSI to prepare it for public posting and future updates, creating a maintenance process.

### **Review and Update Dashboard and Objectives Proposed Plan**

Previously, the Task Force had decided to use the State Plan strategies, and the Pew Trust document shared at a previous meeting to find metrics. It was suggested, and then agreed upon, that the Task Force should break into work groups to look at and identify measures for each strategy in the State Plan. The work group assignments are as follows:

- Prevention: JoAnne Malloy, Michelle Ricco Jonas
- Treatment: Caitlin Sabins, Milan Satcher, Dan Andrus
- Recovery: Elyssa Sage
- Harm Reduction: Kerry Nolte, Elyssa Sage, Dan Andrus
- Family Supports and Services: Kayleen Janus
- Data Monitoring and Dissemination: No assignments
- Workforce Capacity: Steve Norton, Amy Costello
- Professional Development: JoAnne Malloy, Seddon Savage
- Care Coordination and Behavioral Health Integration: Tory Jennison, Dan Andrus

It was noted that the emphasis in these work groups should be on identifying pre-existing, validated/reviewed frameworks for measuring these strategy areas. Elyssa Sage shared that she would prefer to convene other Recovery stakeholders in order to identify these measures; the Task Force chairs agreed this would be an acceptable

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approach. Amy Daniels noted that because the Plan is in its second year out of three, the focus should be on measuring the impact of strategy areas. Steve clarified that each area does not require a full review of data sources, but instead the Commission would benefit from any measurement of impact in that area.

The Task Force agreed that work groups should share their progress on each area during the April Task Force meeting.

## **2024 Meeting Schedule and Membership**

Hannah shared that invitations have been sent out for the 2024 Data Task Force meetings.

## **Review Dashboard Updates from Fall 2023**

The Task Force was not able to discuss this agenda item during the meeting.

## **Approval of August Meeting Minutes**

Elyssa suggested the following edits, which will be incorporated into the minutes for vote in February:

- Recovery capital is the main tool, not the only one.
- The assessment tool is "Brief Assessment of Recovery Capital (BARC)," not "Assessment of Recovery Capital (ARC)."

Seddon suggested voting to approve the August minutes be tabled until the February meeting. The Task Force members agreed.

## **Member Updates**

Seddon shared that she and Steve met with Jill Burke to discuss the Arkansas data contractor. They learned in that meeting that this contractor is managing DHHS's standing databases and auditing DHHS programs. They have been managing much of the prevention data, including for the Youth Risk Behavior Survey (YRBS). They are planning to share any publicly available reports with the Task Force; some of these are on the NH DHHS website.

## **Public Comment**

There was no public comment at this meeting.

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### **Decisions/Recommendations Made**

1. The Task Force has determined work groups based on the strategy areas identified in the State Plan (see Page 3 for specific Task Force member assignments). These work groups will share their findings at the next Task Force meeting.
2. The vote to approve the August Task Force meeting minutes will be postponed to the next Data Task Force meeting.

### **Next Steps**

- The next Data Task Force meeting is scheduled for February 6th, at 1:30pm, at the Community Health Institute/JSI.
- The work group members will work to identify measures for each strategy in the State Plan, and share their findings with the full Data Task Force at the April meeting.