DATA TASK FORCE

Meeting Minutes

February 1st, 2023 9:30 - 11:00 am

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

Attendance

Name	Attendance
Task Force Members	
Steve Norton (Co-Chair)	In-person
Seddon Savage (Co-Chair)	In-person
Mark Bonta	In-person
Amy Costello	Virtual
Michelle Ricco Jonas	Absent
Kayleen Janus	In-person
Kerry Nolte	Virtual
Tory Jennison	In-person
Center for Excellence on Addiction/JSI Staff	
Amy Daniels	In-person
Grace Roy	In-person
Hannah Lessels	Virtual

Welcome, Member Introductions, and Attendance

Seddon, Steve, and Amy Daniels opened the meeting by asking all members to introduce themselves. A quorum (Steve, Seddon, Mark, Kayleen, and Tory) was present in person. Kerry was present on Zoom, shared her location, and stated that she was alone in the room she was joining from. Amy Costello later joined the meeting on Zoom at around 10:25am.

Seddon mentioned that moving forward, a process should be developed to allow task force members who travel a longer distance to Bow to attend virtually while still ensuring an in-person quorum. Steve and Seddon also suggested changing future task force meeting times to the first Tuesday of even months from 1-2pm.

Review Data Task Force Duties

1. Present Strengthening Our Response Together Action Plan metrics updates to the full Commission
2. Identify trends and emerging issues
3. Review and vet secondary data sources/ reports for dissemination to the Commission
4. Provide input to update the data dashboard and report progress on metrics bi-annually

The task force members discussed what is meant by "secondary data sources", and Amy Daniels explained that Patrick is often sent many secondary reports and/or briefs and is asked to distribute them. The Data Task Force could play a role in helping to determine which sources are good and accurate and should be distributed.

Kerry mentioned that, in the past, the primary data points that were used by the Commission and former task forces were collected by state agencies, and is wondering if different publications from institutions like UNH or Dartmouth could also be considered. Seddon mentioned that these could be part of an inventory of data sources, with the goal of broadening awareness of what sources exist and what is missing. Steve also suggested that a future workgroup could be formed to bring together people who work with data at the regional public health networks.

The task force members looked at the Governor's Commission Action Plan Data Dashboard, and Amy Daniels explained that the dashboard shows all objectives from the Action Plan and their targets, and the measures for these targets are updated every six months. Tory asked if there was a crosswalk between the metrics shown on the dashboard and the strategies. Hannah said that she could provide task force members with the Excel sheet containing all of the objectives, targets, and measures.

Charter Development

Tory suggested changing the task force mission to focus less on "seamless availability" of data, as this is not something the task force will necessarily have control over. Steve mentioned that Patrick had explained to him that he does not want the Data Task Force to be a "data committee". He is more looking for this group to use information, share that information with the Commission, and drive the direction of the other task forces and Commission instead of focusing on solely a "data crunching" role. The goal is to link data to the goals and objectives of the Commission, and prioritizing these data sources should be explicit.

Task force members discussed "identifying reliable data sources" as mentioned in the draft charter. Mark said that before considering sources reliable, the task force should vet the data itself. Kerry mentioned that the concern with vetting data lies in the data sources and what the task force is specifically looking for, and that the task force should be broad about what vetting requires because they can't expect to make data requests of organizations and have them donate their time. Seddon mentioned that truly vetting and examining data sources for their reliability is beyond the task force's scope, and that they need a level of trusting that a data source is reliable. Tory said that when we talk about data, we use terms like valid and reliable - do the data measure what they say they measure, and do they measure it accurately? Some data points that we will want to share related to action plan objectives may not align with traditional statistical notions of reliability and accuracy, and the task force should recognize richness in qualitative methods and other sources of information.

Amy Costello joined the meeting at this time and introduced herself to the task force.

Kerry suggested taking out terms like "valid" and "reliable" because they speak only to quantitative work. Kerry and others agreed on the term "trustworthy" instead.

Speaking about Objective 2 ("Identify gaps in the availability of needed data and work to eliminate these"), Mark noted that the gaps are endless, and asked if there was a way to limit this objective to speak only to gaps in availability related to the Action Plan established by the Commission. Amy Daniels said that there is an opportunity to make new Commission objectives about things that are missing or to clarify targets that don't make sense.

Speaking about Objective 3 ("Disseminate data and encourage its appropriate use to inform continuing improvement in prevention, intervention, treatment, recovery, and harm reduction systems in NH, including both private and public systems"), Tory asked how the task force could encourage engagement with good information. Steve said that this is all about the relationship that the Commission has with the people. Part of the Data Task Force's goal should be to establish ourselves as trustworthy. Seddon mentioned that the Commission usually trusts information that is brought to them.

Mark asked if it would be within the Data Task Force's role to make recommendations based on new data, and make recommendations for its appropriate use. Seddon agreed that encouraging appropriate use of information is important, and that we can encourage people and organizations to look at their data. Tory said that she is less worried about inappropriate use of data, and would be thrilled to see just an increased use of data and the introduction of tools and best practices.

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Action Plan metrics were then discussed. Tory said that different organizations (such as hospitals, primary care practices, or epidemiologists) might measure the same outcome in different ways, and it is important to make sure that folks understand where the data they are looking at is coming from. Kerry agreed and added that even though some data sources may have limitations, they should not automatically be dismissed because it is not black and white.

Public Comment
The meeting was opened to public comment and no comments were raised.

Next Steps
Amy Daniels summarized the next steps before the next task force meeting:
- Co-chairs will edit the draft charter and distribute it to Task Force members to discuss at the next meeting.
- Hannah will send out a spreadsheet with current targets and data sources used on the dashboard
  - Steve asked about the objective that currently does not have a data measure, and Amy Daniels said that there was no measure yet for the objective related to driving under the influence. There needs to be future thought and discussion about what this metric should be. Mark and Tory discussed needing to find a valid measure and finding an equilibrium between available data sources.

Seddon suggested building out an inventory of substance use related data sources that the Opioid Task Force had initiated several years ago as a way of tracking what data is available. She will circulate the draft inventory and ask that others provide additions. Can discuss at the next meeting, and Steve mentioned having a future meeting of dataset stewards. By the next meeting, all Task Force members agreed to pull together all lists of data sources that they know of and make one large compilation.

Seddon also mentioned talking about membership at the next meeting to ensure good representation of all focus areas. Kerry specifically mentioned ensuring that harm reduction is well-represented.