**Welcome to EEC!**

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| Register for EEC meetings here | <https://chronicdisease.zoom.us/meeting/register/d036cbbd925610a07510d14dfea9e911>  If you are sharing a workstation, please be sure to enter the First Name\_Last Name (State) to the Chat for all members of your party so we can track attendance. For example ***MaryCatherine Jones (NACDD)*** |
| EEC Leads | Lara Kaye (NY), [lara.kaye@heatlh.ny.gov](mailto:lara.kaye@heatlh.ny.gov)  Shelby Vadjunec (WI), [Shelby.vadjunec@dhs.wisconsin.gov](mailto:Shelby.vadjunec@dhs.wisconsin.gov)  Emily Peterson Johnson (TX), Emily.johnson@dshs.texas.gov |
| NACDD Consultants | MaryCatherine Jones, [mcjones@chronicdisease.org](mailto:mcjones@chronicdisease.org)  Kayla Craddock, [kcraddock@chronicdisease.org](mailto:kcraddock@chronicdisease.org)  Hannah Herold, hherold@chronicdisease.org |
| Date | August 14, 2019 |
| Time | 11am PT/12pm MT/1pm CT/2pm ET |
| Objective | To provide opportunities for staff working on 1815/1817 epidemiology, evaluation, data and performance measurement to collaborate on their work through the exchange of questions, ideas, insights, and resources with their peers. |

| Time/  Discussion Lead | | Agenda Item | | Discussion | Actions | |
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| 5 minutes  Lara | | Welcome and Housekeeping | | Need to register for EEC calls. If you are not receiving meeting agendas or minutes, please submit your information into the Chat with a request to be added to the distribution list.  EEC Internal Webpage. Find meeting minutes and resources from your peers. Access the page here: <https://www.chronicdisease.org/page/CVH_EEC>  \*This link is for EEC members only. Please do not share beyond this group.  Welcome to our new EEC Lead Emily Peterson Johnson from Texas! Emily’s contact info is now at the top of the agenda with Shelby’s and Lara’s. Please feel free to contact any of us at any time regarding topics you’d like to see discussed at EEC meetings or other ways this group can serve you better. | Contact Hannah for assistance with accessing the page and/or submitting documents to share ([hherold@chronicdisease.org](mailto:hherold@chronicdisease.org)). | |
| 5 minutes  Emily | | New Member Introductions | | EEC is a community of peers and we love to know who is with us, especially those who are new in their positions and new to EEC. If you are new to EEC, please introduce yourself:   * Name and state * Epi/eval role * Which part(s) of 1815/1817 you work on * What you hope to get out of this group   Jesseca Chapman (IN)- epidemiologist for 1815. Seeking information and resources, partnerships, and best practices from other states.  Elizabeth Moran (IN) – CVH epidemiologist. Seeking partnerships, best practices, information, resources on performance measures, specifically methods for collection. |  | |
| 2 minutes  MaryCatherine | | NACDD Updates | | EEC roundtables—we can offer less structured opportunities for EEC members to delve deeply into a single topic over a 1 hour format. Please let me know if you have suggestions for topics that would benefit from a deep dive, noting that they can be broad (e.g., increasing collaboration between program and data staff).  Sept meeting: guest Melissa Moorehead from Data Across Sectors for Health (DASH) to talk about her program working with multisector data collaboratives and the All-In data collaborative. |  | |
| 5 minutes  Paul | | Update on Cat A/B Crosswalk | | EEC members Paul, Mojde, Lara, and Shelby are working on developing a crosswalk that would highlight both evaluation and performance measure reporting across Cat A and B strategies.  Paul (VT) – the group is developing concept on how to compile and easily display this information. The goal is for this to be easily understandable and help recipients recognize areas of overlap. For example, some key areas that will be highlighted: Year, core areas, deliverables, and what is to be submitted to CDC each year  Lara (NY) – feel like it will be very helpful. Well-organized and nice to have one document where you have all information in one place with links. From my perspective it will be a great tool.  Paul (VT) – yes, the document will include relevant links to take you to various documents if you need additional detail/information. This will be a very useful document.  MaryCatherine– appreciate the work of the subgroup. They have been great so far on identifying what areas would be helpful to recipients. I am looking forward to an update at our next meeting. |  | |
| 30 minutes  Lara | 1815 Hot Topics | | Aug. 8 CDC 1815 performance measure call—were folks able to attend this? How did it go?  April (CO) – I was able to attend the call, there have been continued inconsistencies between Category A and B. The performance measurement tool they shared is not consistent between Category A & B. CDC may be able to provide an unlocked version so that Category A & B can be reported in the same way, but still need to hear back from project officer.  Lara (NY) – have not updated this function yet. Is there anyone on the call from CDC? Should we be able to correct this on our own?  April (CO) – maybe it was intentional.  Lara (NY) – has anyone tried unprotecting the sheet?  Emily (TX) – did right click and unprotect sheet. That takes away some of the built-in formulas that are intentional. I was trying to add in some numbers and dates in such a way that I needed be able to manually edit it. Global (entire document) unprotect is unavailable.  Tockie Hemphill (MS) - I have decided to use the word document, the Brief. I asked about the Excel document and I was informed that it was available soon.  Mengyi (KS) - Did they actually upload the PM tool to AMP?  Shelby (WI) – Yes, the PM tool (Excel) is available on AMP.  Laran (ND) – I was able to download from AMP. PM reporting tool: (look in general folder) <https://amp.cdc.gov/NCCDPHP1815/s/article/1815-Performance-Measure-Reporting-Tool>  Laran (ND) - Has anyone else compared the Category A TA tool and guidance document? I'm seeing inconsistencies. There are sections with instructions that are not in the TA tool. Has anyone else noticed that?  April Hendrickson (CO) – have not had a chance to compare yet.  Shelby (WI) – I haven’t had a chance to compare.  Tiffany (CDC)- Evaluation Leadership is aware and working to address any questions/concerns about the Guidance. We had a meeting earlier this morning about questions and TA concerns that were submitted. They are aware where there are some confusion in the guidance and go back through the changes. Where the sections are matches up.  Stephanie Poulin (CT) - Are the Aug. 8 webinar slides in AMP? I listened to the webinar but have not had an opportunity to process any of the information.  Shelby (WI) – webinar recording and slides are available on AMP.  Caitlyn (ME) – It seems that the overview is just the program background and table 2 is the evaluation and data collection.  Dora Dumont (RI) - There seems to be a newer version of 1815 Category A PM Definitions posted on July 30. Does CDC have a list of changes made, so we don't have to compare to the previous version to identify what was altered? Thank you.  Tiffany (CDC) – performance measures have not been revised, but they should be the same.  April (CO)– Thank you Dora for pointing out Cat A PM guidance was recently updated! for 1815 the PMs have a new date on the cover page.  Tiffany (CDC) – will check to see if the date was the only change. It should be the same guidance document.  *CDC update: No changes were made to the Cat A performance Measures. The document was only updated to align the titles with the APR PM Reporting Tool but the content was not changed.*  April (CO)– Can Tiffany verify if it’s ok to report Cat A PMs like Cat B (i.e. multiple data sources)?  Tiffany (CDC)– Needs to check about why there is a difference between the categories and why the sheet is locked.  **Mengyi (KS): What are other states using as evidence-based lifestyle programs for HBP and cholesterol? We went back and forth with PO on what was allowed (i.e., CDSMP).**  Sarah (AR) – we are also working with Arthritis program using the Walk with Ease program. We are referring patients with arthritis to the walk-with-ease program. Many patients are comorbid so this works out well.  Lara (NY) – we are able to refer to the Y’s home blood pressure monitoring program. They are only available in select number of Ys here. This may not be available for other states.  Courtnery (SC) – trying to adopt the Y program as well but align it with the 1817 telehealth strategy.  Lara (NY) – implementation is to expand using telehealth?  Courtnery (SC) – yes.  Debra (CDC) – CDC has an approved list they can share. This is same list that was included in 1815 NOFO FAQs.  Hannah (NACDD)– is that the same list that was included when the NOFO first went out?  Debra (CDC) – Yes, I think that is the same list.  Lara (NY) – perhaps we can post/share the CDC-approved list on our EEC page as well.  **Simone (GA): Have any states been using Torch Insight? In what ways has the information been useful in reporting performance measures?**  Stephanie (CT) – I looked at Torch Insight, but have not yet had time to figure out how it would be useful. If I ever do I’ll report back.  Tockie (MS) – I do not have access.  Shelby (WI) – same takeaway as Simone. Hard to tie back into PMs although a lot of good information. The NACDD conference helped with this – NACDD conference was an opportunity to talk to torch insight and provide feedback on how to improve it. We have been waiting for some of these suggested improvements before using for 1815 and 1817. A lot of helpful information but cannot tie into PMs at this time.  Lara (NY) – it sounds like multiple people have had challenges connecting Torch Insight data back into performance measures.  MaryCatherine – has anyone used Torch insight for surveillance?  Shelby (WI) – we have not used it for surveillance purposes. Being able to look at it by county with all the various characteristics was super helpful. Also the ACO and hospital data is helpful. But do not just want to download by county/hospital—not being able to download all the same data by state has been difficult for us to use as surveillance data source.  Simone (?) – similar to Shelby, nice to have community snapshot and the mapping by counties providesthe visual aspect which is helpful. But I was looking forward to pull the information and drill down into our health systems, which relates to our 1815 grant. Hopefully in the near future they can add some different components to it. | | |  |
| 15 minutes  Emily | 1817 Hot Topics | | Are there questions/issues specifically related to 1817 that folks have for the group?  Marla (CDC) – An email went out with Save-the-Date for upcoming Evaluation Peer Learning Community call.  Emily (TX) – as you are wrapping up year 1 – are you thinking of changing things. Are experiences in 1815 influencing your experiences/processes for 1817?  Shelby (WI) – Not changing but trying to make sure everything is mutually reinforcing. We are trying to think about how to add to 1815 evaluation plan so there is no duplicate efforts but leverage and build upon when thinking about deliverables. If the ultimate goal is to write a HIS, manuscript, etc. Ensuring between 2 grants how we can best capture.  Lara (NY) – Where strategies are similar, information sharing (measures and exclusions) has been really helpful. | | |  |
| Adjourn  Lara | | Next meeting Wednesday, September 11 at 2pm ET. Please email any agenda items to MaryCatherine or Hannah | | | | |

# Other News and Updates

* **MOVE TO FLORIDA!** Florida Department of Health seeking Epidemiology and Evaluation Manager The application window closes August 23, 2019.

<https://jobs.myflorida.com/job/TALLAHASSEE-OPERATIONS-&-MGMT-CONSULTANT-MGR-SES-64006224-FL-32399/581655900/>

* **Job Opening in Minnesota!**

We are seeking a Diabetes & Behavioral Health Epidemiologist – Epidemiologist Principal to lead epidemiologic and evaluation work within the MDH Diabetes and Health Behavior Unit. If this aligns with your skills and interests, consider joining an enthusiastic team working to improve the health and wellbeing of all Minnesotans!

Current State employees can apply in Employee Self Service following the steps below:

1. Sign into Employee Self Service.
2. On the State of MN Self Service Page click on “Careers” and enter the Job Opening ID 34623 in the Keywords search box and click Search.
3. Click on the Job Title to view the job posting.
4. Scroll to the bottom of the job posting and click Apply.

The posting will close at midnight **9/3/2019**

If you know someone who may be interested, please share the following link:

<https://careers.mn.gov/psp/hcm92apc/MNCAREERS/HRMS/c/HRS_HRAM.HRS_APP_SCHJOB.GBL?Page=HRS_APP_JBPST&FOCUS=Applicant&SiteId=1001&JobOpeningId=34623&PostingSeq=1&languageCd=ENG>

* **DOWNLOAD EEC APPOINTMENTS TO YOUR OUTLOOK CALENDAR!**

Trouble downloading EEC appointments to Outlook from Zoom?

If a meeting/event downloads and creates its own calendar but you want it to appear on your Outlook calendar, do this:

1. Open the calendar that was created when you downloaded the .ics calendar file for the meetings/event.
2. On your Outlook ribbon, click the “View” tab, and then click the “Change View” button at the very left. Change it to “List” view. This should give you a list of all calendar events on the calendar file you downloaded.
3. Ctrl-A to select all, and Ctrl-C to copy.
4. Click back to your Outlook calendar, and once you have that open, Ctrl-V to paste. That will copy all calendar items over to your calendar. You can then go back and delete the calendar created by the .ics file.

* **CDC Update** - CAT A does not have PLC calls scheduled.

**Poll discussion:**

A screenshot of a cell phone

Description automatically generated

April – Our epis aren't involved in 1815 and 1817 much.

Lara (NY) – if not grant related. We might bring in if pulling from BRFSS or another type of survey. Primarily our evaluators doing the work.

Tockie Hemphill – I'm hesitant to say this, but I am still figuring out my role as an evaluator. I'm hoping that once I get a year under my wings, I will have a better understanding.

Lara (NY) – more seasoned evaluators – want to give an example of role?

Deirdre Browner () - we are a local grantee but I would say we are doing it all...surveillance, performance monitoring, evaluation, mapping, and sometimes program support

April – Work with local stakeholders to design and help implement evaluation plans. Also ensure that CDC PMs are met.

Lara (NY) – so nice that we have this forum to help each other learn and grow.