Roundtable Discussion

Topic: Trainees Dataset

Suggested questions to consider:

- Surveying former trainees
- How to manage trainees who enroll in multiple programs and graduate at different times
- How to manage trainees who drop out of the program

Summary

Surveying former trainees: outcome measures don't truly show gain in leadership.

Recommendations

- one line on form that they sign to accept agreement to follow-up
- asking for personal email address for future follow-up
- offer incentive to fill out survey (first x number of trainees get gift card)
- using 411.com, linkedin, facebook to track down
- using form that calculates hours per week: number of weeks, when trainee drops,reduce hours accordingly.

Roundtable Discussion

Topic: Activities Dataset

Suggested questions to consider:

- Initial Outcome Measure and TA Intensity: examples of TA activities that fit with each category (Ex: advisory boards/councils that staff sit on and that meet quarterly)
    - This technical assistance has enhanced the resources I provide.
    - This technical assistance has enhanced the services I provide.
    - This technical assistance has strengthened networking of public and private entities across communities I am engaged with.
    - This technical assistance has increased awareness of evidence-based practices.
    - This technical assistance has enhanced my capacity to assess current practices in relation to evidenced-based approaches.
    - This technical assistance has helped me identify changes needed within the ... (areas of emphasis).
- When to collect the Initial Outcome Measure and Consumer Satisfaction

Summary

- TA intensity & follow-up survey
- How to collect activity data – paper forms, individual person enters vs everyone.
    - Many people entering data. Managing errors.
    - For single entry person, use form, then enter from form.
- Multiple entries vs monthly updates of hours.
- When to survey? Uncomfortable sending survey to commissioners.
- Tracking intensity? Capture separately then enter into NIRS.
- Training surveys – paper form is simple and gets best response (electronic must be required – for exit or certificate…)
- Persons served, unique vs total.
- Individual circumstances are different, consistency is important.

Recommendations

- Way to “bulk edit” entries that all have the same error
- Contact management system → interface with NIRS
- Better/more enhanced searching; especially for those who are not regular users. Less clicks, more like “google.”