TTA Evaluators Special Interest Group  **September 27, 2023**

**Meeting Notes**

**In attendance:** Milena Stanojlovic, Kelli Scott, and Kim Magoon (Region 1 – New England); Grace McManus and Kathryn Vincent Carr (Region 3 – Central East); Nicole Schoenborn (Region 6 – South Southwest); Azra Helac (Region 8 – Mountain Plains); Carina Rivera and Kristi Silva (Region 9 – Pacific Southwest); Jon Olson (Region 10 – Northwest); Courtney McCusker (AAAP); Alex Barajas-Munoz, Ashley Helle, Akshat Gandhi, Kim Clark (ATTC NCO)

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| **Topic** | **Notes** | **Action Items**  |
| **Welcome and Agenda Review**Alex Barajas | * Alex welcomed the attendees and reviewed the agenda.
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| **Improving Data Collection in GPRA Online** | * Include questions that better measure impact.
* There are missing percentages in the data Lanitek sends; propose this information be added to know more about demographic groups.
* Increase response rates with a more welcoming email invitation.
* Change the follow-up title or email; use the EDF title for the email invitation or add name of the TTC for more context.
* The structure of the post follow-up survey is good; use some of those questions without linking to another survey; change the message at the end of the survey.
* Supplemental questions can be added by Lanitek.
* Explore limitations and costs associated with Lanitek generating other data reports.
* Invite Eric Barr to a future meeting and send him questions in advance.
* Create a one-pager of GPRA best practices which includes how to present, wording of the email invitation and the importance of GPRA.
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| **Interest in Presenting at Conferences** | * American Public Health Association (APHA), November 12-15, 2023.
* American Evaluation Association (AEA), October 21-26, 2024, in Portland, OR; would need one person from each team to present. (Attendance could be impacted by funding renewal.)
* Discuss plans for future conference presentations at the TTA evaluators January meeting.
* Nicole Schoenborn and Kim Magoon expressed interest in creating a 2024 conference presentation proposal.
* Evaluation data, online sessions, data visualization, could be topics of interest.
* Society for Prevention Research (SPR) Annual Meeting, May 28-31, 2024 in Washington, DC. <https://www.preventionresearch.org/2024-annual-meeting/>
* Jonathan will connect with Nicole, Kim and Ashley to discuss next steps.
 | * Jonathan will connect with Nicole, Kim and Ashley to discuss next steps about attending conferences.
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| **Recap and Remarks** Jon Olson | **Annual and Semi-annual Reports*** The annual or semi-annual report deadlines haven’t been announced but should be prepared in anticipation of a mid-November deadline announcement.

**Next meeting*** **January 24, 2024**
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