

Data Action Team Meeting 2 Goal Group Protocol

Groups should identify members to perform the following roles:

- **Time Keeper** is responsible for keeping the group on time.
- **Data Liaison** is responsible for capturing team assignments for data collection and ensuring the group's data is entered on the indicator spreadsheet.
- **Catalyst/Driver** is responsible for moving the group forward through each of the steps toward resolution.

*The planning team facilitator will serve as **note taker**, responsible for documenting group decisions, answering questions and accelerating the work of the group when necessary.*

11-11:10 AM	Brainstorm: What's missing from our list? <ul style="list-style-type: none"> ● If none, group should move on to next step.
11:10 - Noon	Given the criteria we established as a group, which of these indicators should remain under consideration? <i>Use provided indicator spreadsheet to record decisions - see Key for Indicator Spreadsheet below).</i> <ul style="list-style-type: none"> ● We are not prioritizing indicators at this point, but instead eliminating those from consideration that don't meet the basic criteria outlined. ● Indicators that are not currently being collected, but otherwise meet the basic criteria can be noted for the Data Development Agenda and set aside. ● For those indicators that remain under consideration, what are the specific data that should be pulled? <ul style="list-style-type: none"> ○ If needed, NC Child can be a thought partner about those decisions between meetings 2 and 3. ● Groups will need to keep moving, and not get bogged down in long discussions over individual indicators. Some tools to use: <ul style="list-style-type: none"> ○ Break up the allotted time by the number of Outcomes to ensure each Outcome gets adequate consideration, and we keep moving forward. ○ Set aside confusing or controversial indicators to come back to at the end of the discussion.
12-12:30 PM	LUNCH
12:30-1:50 PM	<ul style="list-style-type: none"> ● Finish above work, if not done. Your completed list represents the universe of indicators that we will consider for prioritization during Meeting 3. In order to make those prioritization decisions, we will want to see the actual data for North Carolina

	<p>- trends and disaggregated data- to know what indicators best tell the story. Are there members of our group who have access to these data and can pull them by March 11?</p> <ul style="list-style-type: none"> ● If so, Data Liaison can assign indicators to group members. ● If not, note data sources if possible and NC Child can serve as a resource to help you with the data. <p>Data Liaisons can ask team members to:</p> <ul style="list-style-type: none"> ● Pull two years of data (2010 and 2014, or as close as possible) ● Disaggregate data by race
<p>1:50 PM</p>	<p>Come back together as a larger group to wrap up the meeting.</p>

KEY for Indicator Spreadsheet:

- **Remove:** Place a check in this column if the data do not meet the criteria.
- **Origin:** The Data Action Team’s brainstormed indicators were merged with indicators that the planning team researched. This column notes where each indicator originated - with the Data Action Team, from the planning team’s research, or both.
- **Data Source or Data Development Agenda:** Note in this column the source for any indicator that stays on the list, and “DDA” for any indicator that should be moved to the Data Development Agenda because the data is not currently collected in N.C.
- **Who will pull?:** This column is for the Data Liaison to note who volunteers to pull each indicator before Meeting 3.