# Evaluation Working Group meeting

## Date: February 22, 2018

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Participants:

 PTs: Jennifer Wood (MB,) Sterling Carruthers (PE), Shara Bernstein (NU), Liza Manolis (YT), Jennifer Shortall (PHAC)

JCSH Secretariat: Susan Hornby, Katherine Kelly - (Chair)

Regrets: Imelda Arsenault (PE)

Meeting Purpose:

* To update on Secretariat meeting with Developmental Evaluator, Jamie Gamble;
* To discuss the draft member survey
* Next steps

# Record of Discussion

1. Welcome
2. Update on meeting with Jamie Gamble
	1. Using the Framework to conduct monitoring
		1. Spreadsheet of HE collaborations within jurisdictions – data sources: AR, RoDs
		2. Member survey – draft for review
		3. Partner survey
		4. Research priorities email – also questions on this in above surveys
		5. Further work – members interviews, focus groups
3. Draft Survey
	1. Question 2 needs more explanation; need to provide question to ask simply about success, or lack of, from collaboration. Suggested rewrite will be added to survey.
	2. Question 3 needs explanation of ‘National collaboration’ to provide examples that include federal government, groups such as CASSA or FPT GN. These will be added
4. Next Steps

Susan will make changes to survey and send to Working Group members for final feedback by end of day February 23.

The survey will be sent out by Katherine with an explanation of the purpose to Management Committee, Alternates, and School Health Coordinators by March 1.

1. Date of Next Call

Following the return of survey responses, a Doodle will be sent to choose a date for the next call. The purpose will be to discuss results, and suggestions for presentation of the survey results to the face-to-face meetings.