

**SPF-SIG Committee Meeting Minutes**  
**July 14, 2010, 10:00 a.m. - 1:00 p.m.**

**Location: Ohio Department of Transportation, 1980 W. Broad St, Room GB, Columbus, Ohio**

**Face to Face Meeting**

**Members Present:**

Angela Cornelius Dawson	Ruth Satterfield	Sarah Ndiangui
Mike Coyne	Sgt. Cheryl Danielson	Sgt. Amy Barnes
Eloise Traina	Adam Hochstetler	John Bohley
Kathie Chaffee	Kathy Coate Ortiz	Michael Langford
Melanie Tidwell	Stacey Gibson	Terry Koons
Carlos Ramos	Patricia Harmon	Janet Chandler
Rod Woods	Nick Martt	

**Members Absent:**

Phil Atkins	Leslie Brower	Beverly Cooper
Elaine Georgas	Tonia Gray	Janet Groome
LTC David Seitz	Robert Smedley	Wendy Hunter Vaughn
Sandy Starr	Mollie Stevens	Yvonne Jordan
Craig Wethington	Dawn Thomas	Brad Williams
Mary Lou Rush		

**Welcome:**

Ruth Satterfield welcomed everyone and conducted a roll call.

Director Angela Cornelius Dawson welcomed the Committee Members and stated ODADAS is grateful for their contributions to the SFP SIG process and thanked them for their participation.

**Minutes:**

Minutes from the 6/24/10 meeting were approved with one minor change.

## **Discussion:**

Ruth Satterfield asked the Committee Members to look at Strategic Plan Question 1.2 that was sent to them for review. Question 1.2 was approved as written.

This is the completion of Assessment Section 1 which can now be sent to Tonia Gray for her feedback.

Ruth told the Committee Members that since May 12th we have been discussing the selection criteria and how we would go about Ohio's process. The discussions have been very good. We provided a handout that had information from other states and it also had a list of things that maybe Ohio should be considering. This is a large bulk of information when we start thinking about how we put selection criteria together and explain it in a way that we think will work.

Handouts: (1) Revised risk taking tables; (2) Framing the criteria decision.

We have to be data focused so we have data risk tables. The risk tables are set up in a way that relies on the NSDUH data which is regional. It is not really per county; it is per region. Ohio's number is where we fit as a state. There are regions that are above and there are regions that are below Ohio's number. It was suggested that the tables could be put in a split bar graph format that would make the tables easier to read. There was agreement from the Committee to use bar graph format.

Ruth told the Committee Members that the tables were put together as a draft to give them an idea how the risk tables would work and the most current data will be used when this is turned in for CSAP. All corrections to data will be made at that time and used by GFA reviewers.

Director Cornelius Dawson told the Committee Members the reviewers will use the same risk tables that the applicants receive.

Ruth asked the Committee Members to look at the Framing Criteria Decision handout. Based on the discussions from the Committee we identified what seemed to be the priority focus and put the information into this format for their review. We are thinking in terms of four priority areas and the GFA for our selection criteria. When a reviewer looks at the GFA there are additional priority areas to score.

Discussion was held regarding the proposed priority selection criteria. Director Cornelius Dawson shared with the Committee Members that one piece of feedback we received from CSAP was: They asked the Department how are you getting to the underrepresented groups of people that aren't on your radar screen; how do you get at them?

Director Cornelius Dawson continued discussion: Every community knows their population. How do we get to the high risk folks? We have got to do something about reaching out to those populations. Every community would have to define that for themselves. We need to get behind this and challenge ourselves.

The Committee Members continued discussion and revised the proposed to the below criteria:

The Selection Criteria Priority Areas accepted are:

- Data Risk Tables
- Capacity to be Successful
- Capacity to Collect Data (including Community Readiness)
- Inclusion of typically under represented population within their target
- Sustainability

In discussions about assessment of community readiness, the group discussed options of the tool to be used in Ohio. Ruth mentioned that various tools are available however several states have used Minnesota's Community Readiness Survey. ODADAS has researched and found some examples from Indiana, North Carolina, Minnesota, and one document from CSAP that compared differences of other readiness tools. One of the committee members mentioned the Ohio Resource Network and a tool used to assess Coalitions in Ohio and referenced Dr. King from University of Cincinnati.

The Committee Members were asked to form two groups; one group for selection criteria scoring and content recommendations and one group for GFA recommendations.

The Committee Members in the selection criteria scoring and content recommendations group were: Mike Coyne, Stacey Gibson, Kathie Chaffee, Terry Koons, Rod Woods, Patricia Harmon, Michael Langford, and Nick Martt.

The Committee Members in the GFA recommendations group were: Eloise Traina, John Bohley, Janet Chandler, Kathy Coate Ortiz, Carlos Ramos, Sgt. Danielson, Melanie Tidwell, and Sarah Ndiangui.

**Closing:**

Workgroups needed additional time to provide recommendations. The selection criteria scoring and content recommendations group scheduled a conference call to complete their discussion and bring forward recommendations.

The GFA recommendations group decided to send Ruth and Dawn Thomas their individual recommendations so all of the recommendations could be compiled into a format ODADAS brings forward to the Committee for review and approval.

**Next Meeting:** To be determined.

DRAFT