



Objective: Evaluation Committee for MIG project

Meeting Date: 6/4/2008

Meeting Place: UCE Farmington

Attendees: Quincy Abbot, Kerri Fradette, Glendine Henry, Larry Carlson, Amy Porter, Cindy Gruman (conference call), Margarita Torres, Julie Robison, Noreen Shugrue, Martha Porter (conference call)

Current Action Items from June 4th meeting:

Item	Action	Responsibility	Due Date	Status
1.	Draft of pilot evaluation to committee members	Cindy/Noreen/Julie	6/18/08	
2.	Review initiative contracts re direct hiring	Glendine	6/18/08	
3.	Review previous evaluation toolkits/slides for possibly training use	Cindy/Noreen	6/18/08	
4.	Review New Orleans strategic planning presentation for possible use	Amy	6/18/08	
5.	Send data to MPR	Larry	6/18/08	

Summit evaluation

Include on Summit evaluation – How did you hear about C-A or summit? New Employers coming – want to know how heard about it.

Updates on other evaluation activities

- Transition group – interviewing subjects, holding focus groups with students
- Infrastructure interviews more than halfway done
- George Ducharme had second interview for one person
- Cost benefit analysis beginning to be under way. Updated, de-identified datasets ready to send to MPR

Evaluation of local level pilot initiatives

Two armed approach

- One part of evaluation to be uniform for all pilots
Evaluation of structure, process, measures, design, implementation process. Report on format – meetings - minutes – who was involved – how got them involved – how often met, etc.
- Other part of evaluation will be specific to programs – outcomes, work in development

Quarterly report from each pilot

- Summarize meetings, what progress made, etc. Can be tied to payment if put in contract. Model after state evaluation template – attribute activities into one of the statewide categories
- National core outcomes already developed, similar to our report card, for infrastructure change categories.

Initiative evaluation measures/plan

- Initiatives will have to come up with creative ideas on how to measure – what it will impact, how to measure that, with assistance from UConn
- Keep it simple, only a few measurable items – small goals, small infrastructure changes. Need goals that can be accomplished in one year
- Describe how any barriers addressed
- Use SWOT analysis - Strengths – Weakness – Opportunities - Threats

One hour evaluation training July 8th for Initiative grantees

- How to evaluation toolkits
- Describe/crosswalk national, state, local barriers