**Data Work Group**

**Meeting Notes**

**Date:** Wednesday, April 7, 2021

**Time:** 4-5p EST

**Total Attendees:** 28

1. Daniela Ocaña, OID Project Officer, provided an overview of Kudo platform
* Use Google Chrome to access all features
* Interpretation services are on the left side of the field
* To turn on mic and camera, press “request to speak” button
1. Dr. Matt Courser from PIRE provided an overview of workgroup charge and purpose
* To serve as an expert panel of stakeholders and partners to provide input, share advice to inform data collection instruments and activities, and help the project team understand what the data and results mean related to implementation.
* This workgroup will review project documents, the evaluation plan, and reports.
* We also will be reviewing results and discussing linkages and impacts on the outcome variables (reduced drug use, reduced criminal behavior).
* As the project starts up, we likely will meet weekly or biweekly; as project implementation begins, we see the meetings moving over time to monthly or even quarterly—with more frequent meetings during critical periods or as the work requires it.
* Your help and participation are critically important because you know Pereira best – you know the needs and geography of Pereira best.
1. Dr. Courser discussed key work group activities
* Today the focus is on the baseline assessment and ICD summaries.
* Other activities in future meetings include discussion on secondary data sources and other data collection activities that we may conduct.
1. Dr. Courser provided background information on the baseline assessment
* PIRE has shared both the working draft of the baseline assessment instrument (dated 4-2-2021) and the instrument construct dictionary (or ICD). Over time, PIRE will build a full ICD that groups the questions by the construct that is being measured.
* PIRE is working to receive cost estimates for the baseline survey from Colombian field organizations. It will be a mixed-mode survey that uses both in-person (with a tablet handed to respondents) and telephone interviews, if respondent is not at home.
* All data collection protocols will focus on Covid-19 precautions – making sure staff and participants are safe.
* PIRE is anticipating fielding the survey in the 19 communas in Pereira and are in the process of getting new cost estimates for the baseline administration of the survey.
1. Summary of feedback from Work Group (Workgroup) Members:
* Dr. Courser asked, “Are there other geographic divisions of Pereira that would make more sense to use instead of communas? Do we see communas the basis for intervention level implementation?”
* Workgroup members affirmed that household surveys work well in Colombia, specifically among low SES populations. Populations in economic stratus 4, 5 and 6 can be harder to reach due to living in residential areas/ buildings with higher security.
* Workgroup member from the Municipality of Pereira recommended that PIRE meet with the city’s secretariat and epidemiologist to gain insight regarding the methodology used for the recent municipal-level study on substance use. Also, in respect to Covid-19, it is important to notify community members about the study; increase awareness about the study via the radio or pamphlets.
* Workgroup member suggested considering using the smallest possible geographic unit. Member added that what is really needed is between neighborhood variability. The location of services and interventions may be relevant for impact, and could maximize the possibility of finding effects. With that said, it may be beneficial to include questions on how people move through the city e.g., Do kids go to schools within the same neighbourhood? Do they travel? Where do they go for entertainment? (specific neighborhoods) This could give you an idea of what is the actual exposure to different environmental conditions within the city.
* Workgroup member suggested dropping social disorganization perception indicators and using direct observation via a systematic social observation tool (Sampson).
* Workgroup member suggested identifying a panel of respondents that could provide qualitative information.
* Workgroup member suggested implementing a school survey and discussed the importance of such a survey.
* Workgroup member suggested that survey be self-administered, as research shows that self-administered surveys result in less socially desirable responses.
* Workgroup member suggested including more items that would provide SES context
* Workgroup member asked if would be possible to integrate some of the programmatic domains from the interventions being implemented to the baseline survey (e.g., parenting skills and family adjustment) to better associate any change to exposure to program.
* Workgroup member suggested reviewing the National Study of Mental Health questionnaire to incorporate items into the baseline survey that measure mental, emotional, and learning disorders and other factors related to substance use.
* Workgroup members stated that gang items are not culturally relevant.
* Workgroup member suggested adding items that assess access to health, treatment, and rehab services.
* Workgroup members requested the baseline methodology to better understand questionnaire. They had questions about sample size, age, sampling methods, and Covid-19 protocols.
	+ PIRE will be fielding between 9-11,000 surveys across the city.
	+ According to data collection firm, Covid-19 protocols include masking, social distancing, completing surveys on a tablet that has been sanitized.
	+ PIRE looked at size of comunas and developed a sampling plan that has the statistical power to understand drug use and other behaviors.
	+ Methodology is not completely final, will work a bit more with survey firms but will share out for feedback soon.
* Responses to Workgroup Questions & Comments
	+ The household survey will be conducted with adults. Research shows that sensitive behavior reporting is more likely if self-administered which is one of the benefits for the adults to be given a tablet. Creates privacy for respondents to report back honestly.
	+ Adolescent/student surveys are important, and PIRE will ask for the Workgroup’s help on this data collection activity in the future.
	+ There will be an interplay between the questionnaire and interventions, thus there will need to be a partnership between the two groups.
	+ The length of the survey is problematic. Given the current length of the survey and the number of interventions, it will be difficult to add domains to the survey that are specific to each intervention, however, Dr. Courser suggested that the group think of alternate ways to measure such domains. What are other ways, aside from the baseline, can we collect information that cannot be accommodated in this questionnaire?
	+ Dr. Courser requested a copy of the National Mental Health Study questionnaire or information on where it is located on the internet.
	+ Feedback on specific items helps to make sure that survey fits the context and city of Pereira.
1. Next steps
* PIRE will prepare a write-up of the sampling and methodology for the baseline survey and share with all via email. Workgroup members to review and provide feedback.
* Workgroup members to review baseline questionnaire and email PIRE feedback (e.g., key topic areas, improvements, suggestions). Please email feedback PIRE by next week (if more time is needed, that is fine).
	+ Workgroup members to focus on identifying constructs that are not included that you would recommend (and sources for items)
	+ Workgroup members to consider what in the baseline is most important (survey will have to be reduced). Then, differentiate between what is important, but not essential. If not essential, can we obtain that data from other sources?
* PIRE to send workgroup members an email with potential times/days for scheduling a standing meeting. Meetings will be 1-hour and held once a week. It is anticipated that meetings will become less frequent once baseline questionnaire is final. If Workgroup members cannot attend all meetings, that is okay.
* PIRE will continue to communicate to workgroup members via email and ISSUP forum.