

## **1/24/2019 – 2<sup>nd</sup> 2019 ECHO Meeting**

### **Minutes:**

#### **1. Sonia – Started introductions of each individual and organization present (recorded in Zoom Chat/recording). Project Updates:**

- Dona Ana – Time has been limited to complete mission time. A grant was recently received that will use evaluation process
- Jessica Jones – Asked question of “how do you staff evaluation & build capacity?”. Group was not able to provide solution at time

#### **2. Survey Didactic Given by Jessica Jones**

- Refer to slides for outline of didactic
- Questions:
  - Gilbert – Thanked Jessica for informative presentation. Noted rubric for putting together surveys
  - Huong – Stated how helpful the presentation would be for her organization in the future
  - Kevin – Asked question about survey validation. Jessica stated that validation is great for big surveys, but not necessarily for evaluation
  - Sonia – When is it better for in-person survey/interview? Jessica answered that sensitivity is important to consider, but travel budget drives that as well. Consider what information you need.

#### **3. Project Echo Presentation (Jessica) – Key Informant Interviews**

- Jessica – For project she is currently in process of completing key informant interviews and asked who should be selected and on what basis. Jessica has formed the interview questions with some in industry she would like to also like to complete interview with.
- Sonia – Consider recycling people who helped form interview questions, great resources.
- Gilbert – Discussed supporting agencies/organizations from the beginning using evaluation process
- Huong – Suggested to let the community know what you’re getting info for & share the results
- Sonia – Thanked group for adding good points
- Jessica – Stated that they are currently considering how the evaluation for the project should be conducted. Asked if they should hire people to the team to be in charge of evaluation, or should they consider contracting outside evaluators?
- Jessica – Asked how do you show evaluation experience as expertise or in resume? What are centers of expertise that’d be good to hire? Who can we find?
- NM Legal Aid Representative – Asked if an evaluation seems less potentially biased if it comes from an external evaluator?
- Sonia – Shared that there could be value in an external evaluator, but engagement can be an issue. It is better if the organization is involved & informs external evaluator
- NM Legal Aid – If you know how to do it then you can hire better
- Sonia – Shared story from Evaluation Lab that a student was hired as an evaluator & formed a team of internal evaluators

- Christina – Helps to have internal eval coordinator. Her organization gets grant support from this, suggests partnering with universities

#### **4. Reflections**