

**Healthy Environments Partnership
Steering Committee Evaluation – 2010**

Please think about your experience as a HEP Steering Committee member over the past three years or since you joined the SC (if you joined after 2007) and complete the following questions to the best of your ability. All surveys will be kept confidential. Your name will not appear on the survey and the information will only be reported in aggregate form.

1. When did you become a member of the HEP Steering Committee? *Please circle the appropriate year.*

2000 2001 2002 2003 2004 2005 2006 2007
2008 2009 2010

2. What was your motivation for joining the HEP Steering Committee? *Please describe.*

3. In which of the following ways have you participated in HEP activities over the past three years?
Please check all that apply.

- a. Participated in interviewing/selection of new HEP staff
- b. Provided training for new HEP staff
- c. Dissemination efforts (includes co-presenter at conferences, cross-site meetings, meetings or community forums; co-authorship)
- d. Attended a professional meeting/conference on behalf of HEP
- e. Evaluation Subcommittee
- f. Hosted a community meeting
- g. Participated in grant proposal conceptualization
- h. Hosted walking groups
- i. Attended Steering Committee meeting
- j. Hosted a Steering Committee meeting
- k. Attended Steering Committee retreat
- l. Other, *please specify* _____

4. Have you been able to participate in the HEP Steering Committee as much as you would like?

- Yes
- No, I have not been able to participate as much as I would like

5. When you do not attend meetings, what are the major reasons? *Please check all that apply.*

- Meetings scheduled at times I was unable to come
- Family responsibilities
- Work responsibilities
- Other, *please describe* _____

5b. Please discuss what, if anything, might enable you to participate more

6. Do Steering Committee members adequately represent the communities they serve?

Yes

No, please elaborate _____

The following questions ask you to assess how well HEP is following the principles of Community Based Participatory Research (CBPR) that we have agreed to as a group. Please indicate the extent to which you feel HEP has followed the principles of CBPR over the past three years by circling the appropriate number:

Poor 1, Fair 2, Well 3, Excellent 4.

	<u>Poor</u>	<u>Fair</u>	<u>Well</u>	<u>Excellent</u>
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
To what extent has HEP:				
7. Addressed local concerns in ways that benefit the community.	1	2	3	4
8. Enhanced understanding of issues that affect the community.	1	2	3	4
9. To what extent has HEP enhanced my understanding of the causes of health inequity.	1	2	3	4
10. Strengthened collaboration among community-based organizations, public health agencies, health care organizations, and educational institutions.	1	2	3	4
11. Produced and disseminated information and/or findings to community members in ways that will be useful for developing plans that will benefit the community.	1	2	3	4
12. Followed the norms of partnership (fostered mutual respect, open communication, and equitable decision making).	1	2	3	4
13. Provided opportunities for co-authorship and co-presentation of HEP activities and findings.	1	2	3	4
14. Acknowledged the contribution of partners in presentations and publications.	1	2	3	4
15. Followed the agreed upon rules for confidentiality of data (ex: data is stored in an appropriate manner, etc).	1	2	3	4

16. What aspects of the CBPR process in HEP are you most pleased with? *Please describe (ex: collaborative nature of decision-making)*

17. What, if any, of the aspects of the CBPR process in HEP would you change? *Please describe.*

Please indicate your level of agreement with the following statements by circling the appropriate letter as to whether you: Strongly Disagree SD, Disagree D, are Neutral N, Agree A, or Strongly Agree SA with the statement.

	<u>SD</u>	<u>D</u>	<u>N</u>	<u>A</u>	<u>SA</u>
18. I am generally satisfied with the activities of the HEP Steering Committee.	SD	D	N	A	SA
19. I am generally satisfied with the progress of HEP.	SD	D	N	A	SA
20. Steering Committee meetings are well organized.	SD	D	N	A	SA
21. I am satisfied with the processes used to make decisions within the HEP Steering Committee.	SD	D	N	A	SA
22. The Steering Committee works effectively together.	SD	D	N	A	SA
23. The Steering Committee is able to effectively address problems that arise.	SD	D	N	A	SA
24. There is appropriate follow up on decisions made in Steering Committee meetings.	SD	D	N	A	SA
25. Staff provides adequate support for the HEP project.	SD	D	N	A	SA
26. HEP Steering Committee members respect one another.	SD	D	N	A	SA
27. I feel comfortable in expressing my point of view at HEP Steering Committee meetings.	SD	D	N	A	SA
28. I feel comfortable disagreeing with other members' views.	SD	D	N	A	SA
29. I feel accountable for decisions the group makes.	SD	D	N	A	SA
30. Certain individuals' opinions get weighed more than others.	SD	D	N	A	SA
31. One person or sub-group dominates the HEP Steering Committee meetings.	SD	D	N	A	SA
32. The Steering Committee is able to resolve conflicts effectively where they arise.	SD	D	N	A	SA
33. I am generally satisfied with the level of shared leadership between partners representing community based organizations, health service providers, and the university on the Steering Committee.	SD	D	N	A	SA
34. In your opinion, what if any, are the major points of conflict or disagreement within the Steering Committee? <i>Please describe.</i>					

The following questions seek to assess HEP's capacity building efforts. Please indicate your level of agreement with the following statements by circling the appropriate letter as to whether you: Strongly Disagree SD, Disagree D, are Neutral N, Agree A, or Strongly Agree SA with the statement.

	<u>SD</u>	<u>D</u>	<u>N</u>	<u>A</u>	<u>SA</u>
35. HEP has actively involved community organizations and members in its activities	SD	D	N	A	SA
36. I and my organization have encouraged and supported the involvement of community members in HEP activities	SD	D	N	A	SA
37. If the key SC leaders were to change (turnover) today, HEP would be able to continue to work effectively	SD	D	N	A	SA
38. HEP Steering Committee members have developed a shared language and common understanding of social determinants of cardiovascular health	SD	D	N	A	SA
39. HEP Steering Committee members can obtain information necessary to fulfill their role as a SC member	SD	D	N	A	SA
40. HEP is effective in sharing information about health disparities within the partnership	SD	D	N	A	SA
41. HEP has provided opportunities to increase my understanding of research.	SD	D	N	A	SA
42. HEP has worked to inform policy change to improve health equity.	SD	D	N	A	SA
43. HEP has extended the base of knowledge about health disparities in the community.	SD	D	N	A	SA
44. I have the capacity to contribute to interventions aimed at eliminating health disparities in the community	SD	D	N	A	SA
45. HEP has partners who by working together can eliminate health disparities in Detroit	SD	D	N	A	SA
46. HEP has worked with other groups and organizations in Southeast Michigan to address health disparities	SD	D	N	A	SA
47. HEP has moved from identifying problems to implementing activities designed to address health disparities	SD	D	N	A	SA

Please indicate to what extent you agree with the following statements. Circle the letters corresponding to whether you: Strongly Disagree SD, Disagree D, are Neutral N, Agree A, or Strongly Agree SA with the statement.

	<u>SD</u>	<u>D</u>	<u>N</u>	<u>A</u>	<u>SA</u>
48. I am comfortable with what I have been asked to do as a member of the HEP Steering Committee.	SD	D	N	A	SA
49. I feel that I am an important part of the HEP Steering Committee.	SD	D	N	A	SA
50. I feel that my comments help influence decisions made by the HEP Steering Committee.	SD	D	N	A	SA
51. My abilities and talents are well used by the HEP Steering Committee.	SD	D	N	A	SA
52. I have opportunities through the HEP Steering Committee to participate in work that I find interesting.	SD	D	N	A	SA
53. I would like to be more involved with HEP activities.	SD	D	N	A	SA

54. Has your participation on the HEP Steering Committee benefited your organization/agency in any of the following ways over the past two years? *Please check all that apply*

- Increased my organization's visibility within the community
- Enhanced my organization's ability to work in the community
- Increased my organization's capacity to work together with others to understand community concerns
- Other, *please describe.*

55. In what ways, if any, has your participation on the HEP Steering Committee benefited the community you represent? *Please describe:*

56. Has your participation on the HEP Steering committee benefited your professional and/or personal development in any of the following ways over the past two years? *Please check all that apply.*

- Increased my knowledge of the links between social and physical environments and health
- Increased my skill base, *please explain*_____
- Facilitated interaction with peers or other organizations in the community
- Enhanced my ability to participate in research
- Other, *please describe.*

57. What challenges, if any, has the HEP Steering Committee faced in reaching its goals over the past three years? *Please describe.*

58. What do you hope HEP will accomplish in the coming year? *Please describe.*

59. What, if any, are your concerns about HEP? *Please describe.*

60. Are there any other comments you wish to share?

Date completed: _____

Thank you for your time and help. Please return the completed survey to Sharon Sand in the envelope provided or by fax or email. If you have any questions or concerns please contact:

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