1 Meeting Logistics

Item	January 2024 Eval Subcommittee Meeting
Date	1/9/2024
Time	9:00 AM
Location	Zoom
Purpose/Focus	Regular Meeting
Notetaker	Heather Batson

2 Attendees: Mark Wojtowicz, Heather Batson, April Barry, Jennifer King, Andrea Tillman, Charnita Zeigler-Johnson, Victoria Baumert, Christie Twentier, Nathan Werth

3 Agenda

ID	Description	Owner	Time
1	General evaluation updates and reminders	Heather and team	9:00-9:10
2	Evaluation Resource Library for PCC	April	
3	Other Discussion items	Heather	

4 Discussion

ID	Discussion
1	General evaluation updates and reminders • Workplan guides our work and is up on the PCC website o Eval subcommittee website: https://www.pacancercoalition.org/workgroups-and-subcommittees/evaluation o Direct link to work plan: https://www.pacancercoalition.org/images/pdf/evaluation/Evaluation_Subcommitte_PCC_Annual_Action_Plan_2023_2024.pdf • Survey o No feedback from CDC about Year 1 evaluation report, so could not discuss. Will circle back in March. o Mark, Heather, & April will work to update the dissemination plan for survey, circulate to subcommittte for feedback and also discuss with the subcommittee in the March meeting. o Heather will send out PDF of survey, presentation slides from Dec, and revised evaluation plan about 2 weeks before the March meeting for review.
2	Evaluation Resource Library for PCC o Email sent out by April on development of the website resources from evaluation resource, please reply with recommended evaluation resources
3	Other discussion items

	- Please complete the new membership form if you didn't in Dec/Jan: https://www.pacancercoalition.org/about-us/join-us/membership-profile - PCC website in general: - PCC Quarterly meeting for Dec is up on the website - Youtube channel - Consider making short clips or social media posts about the great content that we have (or link to exactly the part that you would like us to start)