



**COUNTY NUTRITION ACTION PLAN MEETING (CNAP)
SUTTER COUNTY PUBLIC HEALTH
SEPTEMBER 18, 2014 1:30PM – 2:30PM**

Drink water instead of sugary drinks • Make half your plate fruits and vegetables • Switch to fat-free or 1% milk
Learn more at choosemyplate.gov

AGENDA

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| 15 Minutes | Welcome and Introductions |
| 45 Minutes | Participatory Data Analysis <ul style="list-style-type: none">• Review nutrition and physical activity data• Utilize the Focused Conversation Method to analyze data to make planning decisions |
| 15 Minutes | Physical Activity Break |
| 20 Minutes | Prioritize Collective Findings <ul style="list-style-type: none">• Review prioritization criteria• Prioritizing with dots• Review top priorities |
| 20 Minutes | Consensus on Objectives <ul style="list-style-type: none">• Identify at least one nutrition and one physical activity objective for the next year |
| 5 Minutes | Closure and Evaluation <ul style="list-style-type: none">• Next steps• Feedback for facilitator• Fill out evaluation form |

PARTICIPATORY ASSESSMENT, EVALUATION AND PLANNING METHODS

Ellis Planning Associates draws from various community engagement and participatory planning approaches. A few of these methods are described here.¹

CONSENSUS WORKSHOP METHOD/MODIFIED DELPHI TECHNIQUE

This method is used when there is a need to generate group creativity in a short amount of time, to catalyze integrated and strategic thinking, and/or to build team consensus. It can be very effective in not only identifying program strengths, weakness, opportunities, and threats, but it also generates consensus on priorities and how to make decisions.

The process is centered on a workshop question or topic for which the workshop content and product are a response. Once the question is defined, the full group engages in the following steps, utilizing a “sticky wall” which displays all participant responses:

1. **Set the Stage:** The group begins by discussing the topic for a few minutes by engaging in a short Focused Conversation (see below).
2. **Brainstorm:** Participants individually list answers to the workshop question, one idea at a time, on separate cards with large markers. Everyone is asked to select their top idea and pass it up.
3. **Cluster:** The first round of ideas is posted on the sticky wall and the group is engaged in clustering ideas that clearly go together. Participants are then asked to pass up the remaining cards in their possession that are different from the clusters already created. The process is repeated.
4. **Naming:** In this step, we talk through the clusters and gain consensus on a 3-5 word name or title which answers the workshop question, and repeat for the remaining clusters.

¹ Consensus Workshop and Focused Conversation methods are adapted from The Institute of Cultural Affairs, *Technology of Participation Group Facilitation Methods Workbook*, 1991, 1994, 1996, 2000.

5. **Resolve:** Finally, we review all the title cards and confirm that the group has answered the workshop question. This is followed by a discussion of next steps.

FOCUSED CONVERSATION METHOD/ORID

The Focused Conversation provides structure and direction to group discussions when there is a need to collect or analyze data; generate ideas; reflect on important issues, accomplishments, or failures; discuss tough issues; explore levels of consensus that may already exist in a group; or move a discussion to a productive end.

The structure of a Focused Conversation is extremely powerful in facilitating group reflection. This method is used to engage participants in reviewing findings from data collection following a short discussion of the strengths and limitations of the data. Its structure is referred to as “**ORID**” and generally pursues this flow of questioning:

Objective: What do you see here? What is happening? (Getting the Facts, Sensory Impressions)

Reflective: Does anything in this data surprise you? What information is most clear to you? What seems pretty “same old, same old”? What comes to you as new or fresh? (Personal Reactions, Associations, Emotions, Images)

Interpretive: What themes seem to be emerging from these findings? What is most relevant to the program/to the funder/to the community? What challenges will have to be overcome? What are some of the important decisions we will have to make? (Meaning, Values, Significance, Purpose, Implications)

Decisional: What will this mean for the organization? What are our next steps? (Resolution, Action, Future Direction, Next Steps)

PARTICIPATORY DATA ANALYSIS METHOD

Also called “Discovery Zones,” this method utilizes Focused Conversation/ORID in its application and is a way to foster high level input on how to interpret the data when there are more than 2-3 data sources and a lot to cover. The steps are as follows:

1. **Data Packets.** Data is organized into separate packets on separate tables, either by data source, domain, community sector etc. For example, there might be separate packets

for school data, law enforcement data, hospital data, etc. The data is not interpreted or analyzed at this point. It is simply organized in a way that is accessible to participants.

2. **Overview of Data.** We begin with a short review of the data that has been collected and some clarification on how it was collected and its strengths and limitations.
3. **Small Group Work/ORID.** Next, we break into small groups, one data packet per group. Each group goes to a table and reviews what is in the packet there. On flip charts, they then record their responses to ORID questions (see examples above).
4. **Full Group Review of Responses.** Depending on the time available and the size of the full group, small groups will rotate to the remaining tables for a few minutes at a time to review what prior groups have done and add their input to the ORID questions. If time is limited, the full group simply roams the room to review all the flip charts. In either case, people are encouraged to ask questions for clarification and engage in a general discussion to attain consensus on how the data is to be interpreted in a Findings Report.