

# **California Environmental Health Tracking Program Outreach and Training Workgroup Charter**

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## **BACKGROUND**

In line with the program goal and the concept of stakeholder involvement, the California Environmental Health Tracking Program (CEHTP) has convened a Planning Consortium to address issues and provide guidance in planning for an Environmental Health Tracking System in California. The Outreach and Training Workgroup is one of four workgroups of the consortium formed to address and inform specific aspects/components of the planning process and the program. The outreach and training activities will be coordinated with other program components (partners, workgroups, and activities) such as the Needs Assessment Workgroup, CEHTP Pilot Projects, and Center for Environmental Public Health Tracking at UC Berkeley.

## **MISSION**

The mission of the CEHTP Outreach and Training Workgroup is to assist/advise CEHTP in increasing knowledge/awareness of and interest in environmental health tracking; identifying and fostering partnerships; building environmental health tracking capacity; and developing future strategies for stakeholder outreach and training related to environmental health tracking. The workgroup will utilize recommendations from the CEHTP Needs Assessment Workgroup as well as findings from other program activities.

### **Objectives of Outreach and Training**

Coordinate outreach and training during the planning phase of an Environmental Health Tracking System:

- Continue to educate key stakeholders on the characteristics, benefits, limitations, and uses of environmental health tracking.
- Continue to build support/constituency for environmental health tracking.
- Build local capacity for accessing, analyzing, and/or applying environmental health data.

Facilitate development of future strategies (after the development of an Environmental Health Tracking System) for outreach and training:

- Identify outreach strategies for involving stakeholders; increasing knowledge/awareness of and interest in environmental health tracking; and identifying and fostering partnerships.
- Identify methods and formats (including visualization and analysis) in which to communicate/disseminate environmental health tracking information.
- Identify strategies to support stakeholders in accessing, understanding, and utilizing environmental health tracking information.

## **WORKGROUP FUNCTIONS/TASKS**

***The Outreach & Training Workgroup will assist/advise CEHTP staff in the following activities:*** ***Timeline***

|  |                   |
|--|-------------------|
| ■ Develop a list of possible outreach and training activities based on: needs assessment findings, current program activities, and SB702 Expert Working Group recommendations.   | June 2004         |
| ■ Develop capacity building grants. Including Request for Applications, marketing materials, eligibility requirements, scope/focus areas for funding, and evaluation criteria.   | August            |
| ■ Review and finalize RFAs.  | August            |
| ■ Disseminate RFAs.  | Sept              |
| ■ Score applications and select/notify grantees.   | Oct               |
| ■ Provide guidance and support to grantees.  | Oct – August 2005 |
| ■ Review grant outcomes and evaluations.   | Sept              |
| ■ Review key messages/products for outreach and develop new messages/products as needed.   | on-going          |
| ■ Conduct targeted outreach to key stakeholders (in addition to on-going general outreach activities).   | on-going          |
| ■ Utilize lessons learned from outreach and training activities and findings from the needs assessment to develop recommendations for long-term outreach and training (i.e. priorities for outreach and training once an Environmental Health Tracking Network is launched). | January - August  |

## **TIME COMMITMENT & MEETING SCHEDULE**

The Outreach and Training Workgroup will meet every other month for approximately 2 hours. Workgroup members will also be asked to provide feedback and guidance and review materials in between meetings.

## **WORKGROUP COMPOSITION**

The Outreach and Training Workgroup is comprised of Planning Consortium members, CEHTP staff, and other key stakeholders in the EHTN planning process. The workgroup is co-chaired by Eddie Oh (CEHTP) and Meena Palaniappan (Pacific Institute). CEHTP may solicit other resources such as consultants and representatives from stakeholder groups to bring expertise and knowledge to workgroup discussions as needed. The workgroup members' names and respective organizations are listed below.

| <b><i>Name</i></b>     | <b><i>Organization</i></b>  |
|------------------------|---|
| ■ David Harrington     | Occupational Health Branch – CDHS                                       |
| ■ Diana Lee            | Environmental Health Investigations Branch                              |
| ■ Eddie Oh             | California Environmental Health Tracking Program                        |
| ■ Fred Cagle           | Sierra Club   |
| ■ Holly Brown-Williams | Center for Community Wellness, UC Berkeley                              |
| ■ Joe Lyou             | California Environmental Rights Alliance                                |
| ■ Lisa Wanzor          | Breast Cancer Action  |
| ■ Martha Arguello      | Physicians for Social Responsibility – Los Angeles                      |
| ■ Mee Ling Tung        | CCDEH and Alameda County Health Agency, Dept. of Environmental Health   |
| ■ Meena Palaniappan    | Pacific Institute for Studies in Development, Environment, and Security |
| ■ Michelle Wong        | California Environmental Health Tracking Program                        |
| ■ Mimi Johnson         | California Environmental Health Tracking Program                        |
| ■ Renee Robin          | Children's Environmental Health Network                                 |
| ■ Robert Melton        | Division of Environmental and Occupational Disease Control              |
| ■ Sharon Marchetti     |   |
| ■ Winona Victory       | US EPA Region 9   |
| ■ Yana Kucher          | Environment California - CALPIRG  |