Mission Statement:

The mission of the State Epidemiology Outcomes Workgroup (SEOW) is to provide communities, policymakers, Federal, State, Local, and Tribal Officials with comprehensive data on the patterns, context, and impact of substance use to inform interventions at the Federal, State, Local and Tribal level.

Purpose:

The Colorado SEOW is a multidisciplinary working group with the goal of promotion, collection, analysis, and clear communication of data to support improved health in Colorado. To accomplish this, the SEOW is tasked with increasing access to data and data products that address substance use and health issues to inform promotion, prevention, intervention, treatment, recovery, enforcement, and broader policy.

Specifically, the Goals for years 1-3 the Colorado SEOW are:

**Goal 1: Catalog Existing Efforts:** Identify existing groups/organizations across the state focusing on current primary prevention efforts around substance use, and data sources on substance use patterns, health risks and protective factors to inform those primary prevention efforts.

**Goal 2: Characterize the Problem:** Characterize substance abuse, specifically alcohol, marijuana, and prescription drug (opioid) misuse, illicit drug use and related health risks and protective factors across the state.

**Goal 3: Identify and Address Data and Knowledge Gaps:** Identify gaps in substance use data and knowledge and begin to address these gaps.

**Goal 4: Call to Action:** Publish and disseminate findings and primary prevention priorities to stakeholders and the general public in a meaningful and timely manner.

**Goal 5: Connect Data:** Connecting existing data sources through the creation of a web-based platform that stakeholders and the general public can access.

**Goal 6: Sustainability of the SEOW:** Develop objectives and update goals annually including the deliverables and functions of the group.

Principles
• Establish a clear purpose and set of goals and objectives;
• Establish work plans that identify specific workgroup products, schedules, and milestones;
• Establish and maintain regular contacts with appropriate State advisory group(s) and key State decision-makers;
• Ensure an ongoing and meaningful exchange of data and information between the SEOW, State, Federal, Local and Tribal leaders;

Functions

The SEOW functions as a work group of key stakeholders in substance abuse primary prevention and data monitoring in Colorado to inform the state and stakeholders about substance abuse promotion, prevention, intervention, treatment, recovery, enforcement, and broader policies. This group, for the next three years, is linked to the Strategic Prevention Framework, Partnership For Success (SPF-PFS) federal grant (SAMHSA, include grant number), in which the initial focus will be on alcohol, marijuana, and prescription drug (opioid) misuse.

The SEOW core tasks include:
• Identify, organize, analyze and share key data on substance use patterns, contexts, health risks and protective factors;
• Create data-guided products that inform substance abuse promotion, prevention, intervention, treatment, recovery, and enforcement planning/policies;
• Emphasize outcomes and support data-driven decision making at the Federal, State, Local, and Tribal levels;
• Provide community-oriented data for use in community planning, monitoring, and evaluation purposes;
• Build state and local level monitoring and surveillance systems;
• Build community capacity in understanding, using and presenting data in an effective manner;
• Promote continual improvements in data gathering for assessments;

The state and stakeholders may utilize the data and analyses provided by the SEOW to devise strategies and solutions to guide decisions about the allocation of resources, including the funding of primary prevention, treatment, recovery, and enforcement efforts, and to inform the public about the prevalence of substance use and associated consequences. To that end, the SEOW will look to partner with the Substance Abuse Trend and Response Task Force (SATF).
DETACHED STEPS TO ACHIEVE GOALS

Goal 1: Catalog Existing Efforts:
- Objective 1.1 Identify existing groups/organizations across the state focusing on current primary prevention efforts.
- Objective 1.2 Starting at the table, identify data collected by current partners/participants on current and emerging substance abuse trends in Colorado.
- Objective 1.3 Reach out to communities and other stakeholders to identify additional existing data sources on current and emerging substance abuse trends in Colorado.

Goal 2: Characterize the Problem:
- Objective 2.1 Understand and interpret existing data on trends in alcohol, marijuana, and prescription drug (opioid) use and abuse, related health risks and protective factors in Colorado.
- Objective 2.2 Describe and summarize these trends clearly and accurately, using appropriate statistical principles.
- Objective 2.3 Include description and summary of data on other illicit drugs when possible.

Goal 3: Identify and Address Data and Knowledge Gaps:
- Objective 3.1 Identify gaps in current and emerging substance abuse data and knowledge on use trends, health risks, and protective factors in Colorado.
- Objective 3.2 Leverage resources to respond to identified data, knowledge gaps, and evaluate data produced by other groups.

Goal 4: Call to Action:
- Objective 4.1 Determine appropriate deliverables through collaborations with key stakeholders, including, but not limited to, CDPHE, CDPS, SATF, service providers, local public health, and law enforcement.
- Objective 4.2 Publish and disseminate findings to stakeholders in a meaningful and timely manner.
- Objective 4.3 Establish primary prevention priorities based on data and statewide needs assessment.

Goal 5: Connect Data:
- Objective 5.1 Create a data dashboard sharing information on current and emerging substance abuse trends, health risks, and protective factors in Colorado.
- Objective 5.2 Present data findings to SATF and other policy groups.
- Objective 5.3 Present data in community forums to universities and emerging professionals.

Goal 6: Develop Sustainability:
Objective 6.1 Manage change and maintain optimal group performance so that activities supporting outcomes-based prevention planning can continue (e.g., gathering and analyzing epidemiological data, setting substance abuse prevention priorities based on data, addressing gaps in data).

Objective 6.2 Realign, restructure, or expand the role of the Colorado SEOW to strengthen the position within the state substance abuse prevention infrastructure.

Objective 6.3 Clarify and promote the added value of data products and processes into the work of the individuals and organizations that use the products.

Objective 6.4 Ensure that financial sustainability is sought through a variety of resources.

Leadership:

The lead agency for the Colorado SEOW is the Colorado Department of Human Services, Office of Behavioral Health. The SEOW is chaired by Rebecca Helfand – SEOW Chair, who is the Director of Data and Evaluation. The CO-Chair is Daniel Vigil, who is Manager of the Marijuana Health Monitoring and Research Program at the Colorado Department of Public Health and Environment.

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Rebecca and Daniel are supported in their leadership roles by the SPF-PFS Project Director, SPF-PFS Program Assistant, and OBH prevention staff along with the University of Colorado Denver, The Evaluation Center.
**SEOW Leadership Responsibilities:**

The SEOW Chair and Co-Chair is responsible for submitting progress reports according to the reporting schedule.

The SEOW Project Managers are responsible for organizing and facilitating the SEOW meetings. The Program Managers are responsible for the timely production of all SPF-PFS grant deliverables related to SEOW activities, in collaboration with the Chair and Co-Chair.

**SEOW Membership:**

The members of the SEOW represent a broad array of stakeholders including Federal, State, and Local Agencies and Organizations. Each group will have one seat on the SEOW. This seat can be filled by any identified member of the Organization. Each Organization shall designate a member to attend meetings regularly. A proxy can be sent if the designated member cannot attend (this is meant as a safeguard, please limit use of proxies). The SEOW Co-Chairs need to be notified of any changes to the Organization designee.

New member organizations may be added at the discretion of a simple majority of quorum of the existing members.

<table>
<thead>
<tr>
<th>Organization</th>
<th>SEOW Representative</th>
<th>Title</th>
<th>Specialty</th>
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</thead>
<tbody>
<tr>
<td>OBH Prevention</td>
<td>Jenny Corvalan-Wood</td>
<td>Director, Community Prevention and Early Intervention Programs</td>
<td>Prevention</td>
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<tr>
<td>OBH Data and Evaluation</td>
<td>Rebecca Helfand</td>
<td>Director, Data and Evaluation</td>
<td>Statistical Analyst</td>
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<tr>
<td>CDPHE Monitoring and Research</td>
<td>Daniel Vigil</td>
<td>Program Manager</td>
<td>Marijuana Health Monitoring and Research Program</td>
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<tr>
<td>CDPHE</td>
<td>Barbara Gabella</td>
<td>Senior Scientist in Injury Epidemiology</td>
<td>Violence and Injury Prevention - Mental</td>
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<td>Prevention Services</td>
<td>Health Promotion Branch</td>
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<td>CDPHE HKCS Coordinator</td>
<td>Healthy Kids Colorado Survey Coordinator</td>
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<td>Drug Enforcement Administration</td>
<td>Group Supervisor - Intelligence Unit</td>
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<tr>
<td>Office of the Attorney General</td>
<td>Director, Office of Community Engagement</td>
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<td>CDPS Criminal Justice</td>
<td>Statistcal Analyst, Office of Research &amp; Statistics</td>
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<tr>
<td>Department of Human Services, City and County of Denver</td>
<td>Prevention</td>
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<td>Denver Public Health</td>
<td>Policy</td>
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<td>Rise Above</td>
<td>Executive Director, Rise Above Colorado</td>
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<tr>
<td>Arapahoe House Research and Evaluation</td>
<td>Senior Analyst</td>
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<td></td>
<td>Statistical Analyst</td>
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<tr>
<td>Boulder County Public Health</td>
<td>Talia Brown</td>
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<tr>
<td>Rocky Mountain Poison Center</td>
<td>Shireen Banerji</td>
<td>Managing Clinical Toxicologist</td>
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<td>Aurora Mental Health Center</td>
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<tr>
<td>OMNI Institute</td>
<td>Sara Douglass Bayless</td>
<td>Senior Researcher</td>
<td>Research and Evaluation</td>
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**SEOW Member Responsibilities:**

The responsibilities of the SEOW members include:

- Attending scheduled meetings of the SEOW on the third Thursday every month;
- Providing and sharing updates from existing reports with relevant data on current and emerging substance abuse and its consequences in Colorado;
- Providing input into the development of SEOW deliverables, including the analysis and interpretation of data, dissemination of data products, and development and implementation of a state/community monitoring system;
• Providing input into Colorado’s substance abuse prevention, treatment, recovery, and enforcement priorities.
• Willingness to assist SEOW by conducting desired analyses and/or working to developing data sharing with SEOW member organizations and providing guidance on methodologies

**SEOW Deliverables:**

The Table below presents the deliverables and timelines for the SEOW through state fiscal year 16/17.

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>*SEOW Meetings</td>
<td>Third Thursday of each month</td>
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<tr>
<td>SEOW Product Plan - TBD</td>
<td>December 2016</td>
</tr>
<tr>
<td>Progress Report - Daniel and Becky</td>
<td>quarterly</td>
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<tr>
<td>State Epidemiological Profile -</td>
<td>June 30, 2017</td>
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<tr>
<td>State Community Monitoring System Update - Examples from Evaluation Center - Discuss in future meetings</td>
<td>June 30, 2017</td>
</tr>
<tr>
<td>Epidemiological Profile by Region (county level)</td>
<td>June 30, 2017</td>
</tr>
<tr>
<td>Submit SEOW Product</td>
<td>June 30, 2017</td>
</tr>
</tbody>
</table>

*Required minimum.

**Quorum, Voting Rights and Proxies:**

1. A quorum for the Epi Work Group shall consist of one-half of the membership plus one.
2. Only members (or proxy) in attendance in person or telephonically may vote on designated agenda items (i.e., those noted as requiring a vote or an action).
3. Each member organization has one vote.

**Working Groups:**

1. Permanent working groups may be established by majority vote of the SEOW
2. Ad-hoc working groups may be established by the SEOW Chairs, as needed, to assist the SEOW in the performance of its duties and/or to carry out specific tasks.
3. Working group members shall be members of the SEOW whose major interests and expertise fall within the role and scope of the designated working group.
4. Nominations may be made by the SEOW membership for non-SEOW members to serve on a particular working group. Invitations for participation of non-SEOW members shall be rendered by the SEOW Chairs.

**Outcome Monitoring Process:**
1. The SEOW Co-Chairs will oversee all activities related to data collection, including
2. assigning work, developing reports, and tracking the budget.
3. The Co-Chairs of the SEOW will inform the Colorado Behavioral Health Policy and Advisory Council (BHPAC) – and other key stakeholders regarding SEOW activities and products in order to guide and establish policy direction.
4. In addition, regular SEOW updates are provided to the BHPAC to ensure that the work is consistent with the needs of the member agencies and organizations and to make certain that changes are made to the goals and outcomes as necessary.
5. The group’s progress is tracked, including the completion of action items, using a project management tool.

**Meeting Schedule:**
The SEOW meets on a monthly basis. The membership may elect to change its meeting dates, times, and/or frequency as needed by a quorum.