

**Eastern Neighborhoods Community Health Impact Assessment  
Draft Policy Evaluation Process**

<b>Stage</b>	<b>Description</b>
<b>Policy/Strategy List</b>	The <b>ENCHIA Policy/Strategy List</b> consists of all ideas for policies and strategies that have been identified by the Council or by ENCHIA staff through document research or key informant interviews. The list will designate which strategies have supporting information sufficient enough to produce policy briefs.
<b>Evaluation Criteria</b>	The <b>ENCHIA Evaluation Criteria</b> consists of a list of policy evaluation criteria agreed upon by Council Members along with their interpretation or meanings. Policy evaluation criteria are characteristics and values that the Council believes make good policy.
<b>Policy Briefs</b>	<b>ENCHIA Policy Briefs</b> are short narratives that describe policies and strategies that aim to meet Healthy City Vision objectives. The briefs provide a synthesis of evidence to the advantages and disadvantages of each. Briefs provide available information to allow Council members to evaluate policy against policy evaluation criteria.
<b>Policy/Strategy Criteria Rating Worksheet</b>	ENCHIA will use a simple <b>rating worksheet</b> to measure criteria against policies and strategies. Either the Council will agree that the policy meets a criterion, agree that a policy does not meet a criterion, or determine that there is uncertainty or conflict that prevents agreement. The rating process should identify the evidence used to support a particular rating.
<b>Policy Expertise</b>	The process will facilitate the introduction of <b>policy expertise</b> needed to respond to issues of uncertainty or conflict in the deliberative process. In addition to data gathered through indicators research and developing policy briefs, sources of expertise will include: findings from the ENCHIA community assessment focus groups, the expertise of Council Members, agency research, and oral testimony of additional content experts.
<b>Policy Evaluation Process</b>	<p>The <b>Policy Evaluation Process</b> rates each item on the <b>Policy/Strategy List</b> against each <b>Evaluation Criteria</b>. ENCHIA will not rank or prioritize strategies until all polices/strategies are evaluated.</p> <p>The evaluation process first involves small group deliberation for a given policy using all criteria. This small group deliberation is followed by larger Council deliberation (as part of general meetings) on small group evaluation/conclusions. Council members will be provided policy briefs in advance. Council members (not necessarily content experts) will be solicited to lead subgroup discussion on individual strategies/policies. Subgroups will be balanced to the greatest extent feasible with regards to content interest and knowledge.</p> <p>This first phase of deliberation results in either consensus on the criteria rating or the identification of issues of uncertainty or conflict. The Council will conclude either that sufficient information exists to determine that a policy meets or does not meet a criterion or to determine that more information or knowledge is needed to make this determination. A second phase of deliberation on each policy each may occur at a subsequent Council meeting to take into account additional knowledge, expertise that can inform issues of conflict or uncertainty. The results of the policy evaluation process will be amended to the policy briefs.</p>