

Metro DNA Meeting Notes 5/25/16

Present: Jim P., Emily P., Susan D., Brian K., Jennifer R., Tina M., Graham (new VP for Conservatoin at the Zoo), Stephanie, Heidi, Jen E.

Budget/Logistics issues:

TPL got internal permissions to sign contract, so should be able to sign the GOCO contract this week. Reimbursement contract. TPL will have to front the cost, and ask for reimbursement from GOCO.

TPL budget: TPL, TNC, Zoo, Botanic Gardens, RMLUI, DMNS committed \$5000 each (plus 15% overhead) divided between Q4 and Q1. Zoo and DMNS still owe \$2625 for Q4 quarter of last year. Quarter 1 of 2016: everyone still owes additional \$2625. In addition, NWF= \$1000 for Q3. Boys and Girls Club \$1000 by next Friday (Tina will expedite). LivWell = \$2000 in Q3. Some orgs (e.g., TNC, RMLUI) will need to be invoiced for the Q1 payments. **Each organization will figure out what they still owe and work to get TPL the payments ASAP.**

Olga hasn't been coming from LivWell. **Emily will reach out to Olga.** We need someone who will participate from health community. If not Olga, TNC Trustee (Suzanne White) suggests engaging Heidi Baskfield. TPL made connection with Heidi Baskfield recently, and learned that Children's Hospital data is extremely specific to zip codes. Very focused approach and data. Might be useful to have them involved down the road. Kate Towley from CDPHE might also be good for health expertise. Debbie Main from Anschutz is a health researcher who works on infrastructure (per Suzanne White). Need to figure out someone who can help with TPL widget development.

Research/Data meeting:

Emily reported out on meeting last week with Breece on research plan. Brian (TNC), Brian (NWF), Susan, Emily, Jad (TPL), Holly (TPL), and Jen (DU) attended. Discussed draft results/indicators and deliverables. Metro Denver Greenspace analysis (TPL) platform will become mDNA platform; however, the existing information needs to be updated and the platform needs to be expanded to include the metrics/indicators important to mDNA. There will be widgets in platform that represent our metrics and indicators. Will be possible to search by different indicators.

We need to discuss whether to have a different widget for equity or embed equity in each of the separate widgets. This is going to take some time to work through. Concerns about how to measure health; how to ensure that data is gathered fairly and equitably to allow evaluation across the region.

Breece needs help understanding what data is available, what our outcomes are, and how we're going to define the indicators. With respect to the indicators, we decided that we need to establish working groups around different issues that may need to include outside experts to engage in individual conversations with Breece to talk through each of the indicators. **MDNA members need to sign up for working groups as appropriate. Each of the working groups should consider outside experts who can contribute expertise/knowledge in the metric/indicator discussions. Working group phone calls will be scheduled with Breece in the coming weeks.**

GOCO is hiring someone to come up with metrics. Looked at Blue Lotus, but maybe decided to go a different route. Emily believes that GOCO put out an RFP. Brian K is going to reach out to Jackie to figure out status so that we can make sure we're not duplicating efforts and can build on whatever GOCO is doing.

Updated Action Plan:

Consultants

Emily prepared a draft scope of work for Civic Canopy. First three items are more about facilitation. 1) facilitation of this team (including small groups); 2) engagement/outreach plan including meetings; 3) coordination with other consultations.

The scope of work sparked a lengthy discussion about what we should be asking Civic Canopy to do. Should they help sort out governance issues? Should we be engaging others as consultants to do different aspects?

Governance issue: they might help us understand governance structures within context of collective impact. When do we engage other groups? How do we determine who joins groups and governs groups doing the work? Research this summer re other organizations will help inform governance discussion. Governance structure should be based on what we need once we figure out what we're going to do. Governance is a piece of strategic plan. Brian was a strategic planner at DNR. Strategic plan may not be typical, but rather more of an action map.

We decided to engage Civic Canopy to do facilitation because they are embedded already, consistency, great outreach/facilitation skills. Civic Canopy can do facilitation and outreach. Question whether they are the right org to do action mapping, governance, which may be part of strategic plan.

We are doing the governance research and Civic Canopy can help facilitate discussion, lend expertise. But we don't need to have Civic Canopy to do the research.

As part of strategic plan, we need to do business planning, evaluation plan, and marketing. Not in Civic Canopy wheelhouse.

Julia Lynn at Spark Policy might be a good partner with Civic Canopy. According to Suzanne White (TNC Trustee), Julia is good at accountability/metrics in collective impact context. Natalie Portman (former Spark Policy) is also recommended as good strategic planning person, according to Tina.

We should decide what we need right now from Civic Canopy and keep time frame/scope really narrow. Gives us flexibility to bring in others later. Decision to engage them through the end of the year to focus on community engagement and facilitation.

Emily will ask Civic Canopy to put together a proposal/budget; we will review and revise. Emily will give them the GOCO proposal, which has good description of outreach/engagement task, and ask

them to turn it around by June 7th so that we can discuss June 8th meeting.

We also had a lengthy discussion of how to think about additional consultants, what skills we need, and when we need to have them on board.

Jen circulated a list from Colorado Nonprofit Association. They are strategic planning experts. We have \$50K to spend on strategic planning. Strategic plan will include governance structures, business plan (sustainable funding), evaluation plan (for measuring progress over time against identified metrics), and engagement plan.

Heidi suggested checking in with Beth about which consultants she would recommend. She is also going to set up a meeting with Julia Lynn at Spark Policy Institute to see if she would be a good partner with Civic Canopy to help with evaluation plan or other aspects of the strategic plan.

We need to build evaluation plan based on metrics, which is going to be part of the working group efforts with Breece in building TPL platform. Should we engage consultant in working group?

Conservation and communication plans are not included in our GOCO proposal.

We need to get a consultant in place to do strategic planning. We could have Civic Canopy help define scope of work for RFP. Or we could interview people now. Should we be talking with consultants now to figure out what we want and need?

By end of summer, we probably need to have a consistent idea about what we need to have in a strategic plan. We can have Civic Canopy facilitate discussion of what's in strategic plan.

By end of summer, we need to know what we want to present to Gates for match and new funding. Conservation plan? Communication plan?

For Gates, we need a match for GOCO grant. We will have to figure out what tasks are appropriate for match. And what additional idea we want to pitch.

We should put these topics on our list of meeting topics that we want Civic Canopy to help facilitate over the summer.