

Sample Monitoring Plan Elements

<i>Monitoring Plan Elements</i>	<i>Responsible Party</i>	<i>Indicator Examples</i>
<p>Background State the plan, project or policy evaluated by the HIA</p> <p>Process and outcome recommendations made to decision-makers - if prioritized, list in that order</p> <p>Decision-makers</p> <p>2-3 goals for the monitoring process</p> <p>Resources to conduct, complete, and report monitoring activities, including data collection</p> <p>Define roles for individuals or organizations</p>		<p>A County Comprehensive/General Plan Update: Safe and Sustainable Transportation Element</p> <p>Transportation indicators analyzed:</p> <ul style="list-style-type: none"> • Vehicle miles traveled (VMT) • Commute time • Trips made by public transit • Proportion of households within ¼-mile of bus • Proportion of income spent on transportation • Ratio of bike lanes and miles / pedestrian facilities to roads • Proportion of commute and school trips made by walking/biking • Pedestrian and bicycle injuries <ol style="list-style-type: none"> 1. Transportation Demand Management (TDM) strategies by large employers 2. Increase public education about public transit 3. Increase public transit options and frequency (e.g., bus, paratransit) 4. Encourage retail, business, and industry to grow within urban boundaries 5. Reduce speed limits on smaller roads 6. Have a seat on HCOAG representing human-powered transport 7. Prioritize non-motorized transportation in land use and construction plans 8. Collect data about pedestrian and bike facilities <p>Board of Supervisors</p> <ol style="list-style-type: none"> 1. Ten recommendations of 15 incorporated into Transportation Element 2. At least 4 recommendations included in Area or Specific Plans 3. Reduction in VMT (comparing 2007 to 2014) <ul style="list-style-type: none"> • Ongoing data collection by Public Health Department epi staff • Ongoing data collection by Planning Dept staff • On-the-ground monitoring of built environment and policies by HumPAL and Healthy Humboldt <p>Include which indicators each partner should monitor</p>

<p>Decision Outcome:</p> <ul style="list-style-type: none"> • Overall, did the final plan change in a way that was consistent with the recommendations of the HIA? • Were recommendations implemented after the decision? 		<p>Create tracking chart to note (for example, on a quarterly basis):</p> <ul style="list-style-type: none"> • Whether decision was made • Which recommendations were incorporated into the plan, project, or policy • Whether each accepted recommendation was implemented as agreed to <p>Assign responsibility for collecting this data to one partner organization</p>
<p>Decision Process:</p> <ul style="list-style-type: none"> • Stakeholders use of HIA findings • Did the HIA inform a discussion of the trade-offs involved with a project/policy? • Were discussions of connections between the decision and health evident? • Did the HIA help to build consensus and buy-in for policy decisions and their implementation? • Did the HIA lead to interest from previously uninvolved groups? • Did the HIA encourage public health agencies to participate in new roles in policy and planning efforts? 		<p>Create tracking chart to note (on a bimonthly basis, for example) if findings were communicated via: mass media; public testimony; letters to stakeholders; other communications materials; or referencing of health evidence in public documents</p> <p>Six months after HIA is completed, conduct phone interviews with pertinent participants and stakeholders to answer these and other questions</p>
<p>Health Determinants:</p> <ul style="list-style-type: none"> • Which health determinants will be assessed? 		<p>Decide on priority indicators to track. For example, VMT, pedestrian injury, use of public transit.</p> <p>Create a tracking chart to note (for example, on an annual basis):</p> <ul style="list-style-type: none"> • Whether any change in the determinant has been observed • Direction of change