SURG Recommendations Submission and Ranking Process

Background

The 2022 Substance Use Response Working Group (SURG) recommendations were weighted at the subcommittee level, where each member could select their top five priorities, based solely on their own understanding and evaluation of the recommendations. Resulting scores were aggregated within each of the three subcommittees (Prevention, Treatment and Recovery, and Response), for subcommittees to submit their top 5-10 recommendations to the full SURG.

Members in attendance discussed each recommendation at a meeting of the full SURG, and each recommendation was voted on for inclusion in the Annual Report. Some recommendations were combined and sent back to a subcommittee for further processing, before a final vote of the full SURG. There was no ranking of the recommendations that were included in the report, and the report did not reflect overall member support of individual recommendations.

Subsequent feedback from SURG members, following completion of the annual report, supported a more qualitative review of recommendations and an interest in reflecting the level of overall support for the recommendations included in future reports.

Proposal and Process

A two-part proposal was presented at the July 11, 2023, meeting of the full SURG, to incorporate a qualitative review by the subcommittees, followed by a ranking process at the next meeting of the full SURG in October.

Subcommittee meetings in July and August incorporated qualitative reviews with consideration of impact, urgency, capacity, and equity. Individual members were responsible for sponsoring different recommendations, and providing information and scores based on these qualitative elements. Following subcommittee deliberations, the top 5-10 recommendations were approved by subcommittees to move forward to the full SURG. Subcommittee Chairs are responsible for presenting or identifying a designee to present the recommendations to the full SURG, for further deliberations at the October 2023 SURG meeting.

Ranking Process

The proposed mechanism for _preliminary_ ranking by the full SURG is to survey all members, during the October 2023 meeting, for their top five recommendations, which would be automatically weighted and aggregated to reflect the overall top 20 recommendations of the SURG, potentially to include in the Annual Report.

Ranking results would be shared with members during the meeting to determine next steps for each recommendation: 1) Move forward for Annual Report; 2) Remand back to subcommittee; 3) Assign for Future Action; or 4) Assign No Further Action.

The Slido tool is proposed to be used for the collection of SURG member surveys, conducted publicly during the October 2023 SURG meeting. Slido allows for ranking in real time with a

built in formula to give higher weights to elements ranked higher by each individual, with aggregate results to reflect the overall ranking of all SURG members.

The explanation below is from a Slido Community Manager[1]
Participants essentially give points to each option and the higher someone ranks an option, the more points it receives. Using an example of participants needing to rank 3 options, the option ranked first receives 3 points, the second gets 2 points and the third gets 1 point.

Once voting is over, we count up these points for each option and divide it by the number of people who participated in the ranking poll. This gives us an average, ranked score for each option and the option with the highest score is the most preferred one.

Alternative Process

Members may propose an alternative process for inclusion and/or prioritization of recommendations within the Annual Report, to be finalized in December.

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[1] https://community.slido.com/community-questions-7/understanding-ranking-poll-metrics-1653