

DOUGLAS-SARPY-CASS COUNTY Facilitator Guide:
September 18, 2025 Nebraska DHHS Data Review & Brainstorming Session

Facilitator Roles

- **Main Facilitator:** Leads session, transitions, keeps time, and sets tone.
- **Breakout / Co-Facilitators:** Guide small groups, support activities, help with engagement.
- **Chat Monitor(s):** Watch chat for questions, surface key points, provide tech help.
- **Technical Support:** Manage Zoom, slides, breakout rooms, and troubleshooting.

Virtual Facilitation Tips:

- Broadcast time reminders in breakouts.
- Encourage all voices and use “round robin” if needed
- Keep energy up with positive tone and transitions
- Encourage use of visual tools (dots, stickies, Report Out slides) for engagement

General Agenda Overview

Time	Segment
9:00	Welcome, Check-in, Group Introductions
9:10	Intentions and Group Agreements
9:15	Survey Results Summary
9:20	Nebraska and Lancaster County Data Review
9:30	Breakout: County Data Review & Synthesis (2 groups)
9:45	BREAK (5 minutes)
9:50	Data Review Report Outs & Plenary Synthesis
10:05	Brainstorm and Idea Generation Instructions
10:10	Brainstorming: Access & Screening (Brainstorm / Dots/ Contributions)
10:20	Brainstorming: Education/Outreach (Brainstorm / Dots/ Contributions)
10:30	Brainstorming: Provider Engagement (Brainstorm / Dots/ Contributions)
10:40	Brainstorming: Other/Non-Traditional (Brainstorm / Dots/ Contributions)
11:50	Post-Meeting Survey and Next Steps
11:05	Closing: Final Thoughts/Reflection

8:30 am- Tracey and Cathy join to do final tech check: ensure co-hosting capabilities, breakout rooms are set up, etc.

8:40 am- Co-facilitators log-in and are given co-hosting/sharing privileges

8:55-9:00 am- Begin letting people into Zoom

- Welcome/greet participants. In down time, have participants use Slides 3-4 to write their name, role & organization, and page 5 with a W.I.N.N. leading up to the start of the meeting.
- Direct participants to Cathy if they are having tech issues.

Paste welcome message and link to slides in the chat (anytime a new person joins, this message needs to be pasted in the chat):

- **Welcome!** Thank you for joining our Partner Engagement meeting today. We will get started at 9:00 AM.
- **Link to Slide Deck:** _____

START RECORDING

9:00-9:10 am Slides 1-6. Welcome & Check-In (10 min)

Tracey:

Welcome, everyone! Thank you for joining us for this important session on advancing breast and cervical cancer screening in Nebraska. Please check in by typing your full name, your role/organization, and a W.I.N.N., a Week's Impact News & Notes, into the chat or on the check-in slide. A W.I.N.N. is a moment from the past week that reminded you why your work in cancer prevention matters.

Co-Facilitators:

Monitor chat and help participants with check-in, encourage participation.

9:10am Slides 7-9. Agenda & Objectives (5 min)

Tracey:

Here's our agenda for today. We'll start with intentions and agreements, then dive into a guided county-level data review and analysis. After a break, we'll use brainstorming to generate creative solutions, and close with reflection and next steps.

Shared Agreements Our goal is to engage you as partners in examining disparities and co-creating strategies for impact. Let's agree to be present, practice 'both/and' thinking, disagree respectfully, and make space for all voices. What's said here stays, what's learned leaves. If you have questions or comments, please use the chat.

Transition:

Our objectives are to understand county-level data, identify gaps, and generate actionable ideas for increasing screening in priority communities.

9:15 am Slide 10. Pre-Meeting Survey Results (5 min)

Tracey:

Presents survey results summary slide: supports, barriers, and suggestions from partners.

9:20 am Slides 11-13. Our Purpose & Possibilities: Review State and Local Data (5 min)

Melissa:

Provides context and intentions for the meeting with maps on Health Equity Scores and Disease Burdens

9:30 am Slide 14. Focus Question

Our guiding question today is: *What patterns, gaps, and possibilities can we uncover as we explore this data together?* Keep this in mind as we move through the session.

Slides 15. Data Review (Slides 16-27) (15 min)

Tracey:

We'll review county-level data in 2 groups. The goal is to identify key patterns, gaps, and opportunities that can inform our strategies.

GROUP A: Melissa and Tina – DOUGLAS COUNTY

GROUP B: Tracey and Lynn – SARPY AND CASS COUNTY

Breakout Rooms: Data Review Group Work (Slides 16-27)

Co-Facilitators:

- Guide groups through assigned county slides (5 min per data slide).
- Encourage participants to drag dots to key data points.
- Prompt discussion using the questions in the **Instructions** box.
- Synthesize 3–4 key points for the group to understand (write on stickies).
- Identify implications or recommendations for our work (write on stickies).

Facilitator / Co-Facilitator DISCUSSION PROMPTS:

- **What patterns or disparities stand out to you?**
- **Where do you see the biggest gaps between need and access?**
- **What are you curious about? How does this align (or not) with your experience?**
- **How does this data resonate with what you've seen or heard from clients or partners?**
- **What social or structural barriers might be contributing to these outcomes?**
- **What might this data not be telling us?**

9:30 am Transition to Breakouts:

Breakout facilitators, please guide your groups through the data review, keep time, and support note-taking on the stickies/slides. If possible, please answer questions as they come up in the chat.

Small Group Work (15 min):

- Review each assigned county's data slides
- Drag dots to key data points
- Discuss and synthesize 3-4 key points and implications/recommendations
- Add information from stickies to Data Review Report Outs (**Slides 29-30**)

9:45-9:50 am Slide 28. BREAK (5 min)

Tracey:

Let's take a 5-minute break. Please turn off your video and mute your sound. See you back soon!

9:50 am Synthesis & Report Outs: (15 min)

Let's come back together. Each group's reporter, please share your 3-4 key points and recommendations. As you listen, note common themes, surprises, and priorities. (**Slides 29-30**)

- Invite each group to report out 3–4 key points and recommendations for their county (2 min per group).

Plenary Discussion on Insights from Report Outs

Tracey:

Let's discuss as a full group:

- What was new or surprising in all the data we've reviewed?
- In what ways does this information challenge us?
- What implications does this information have for us and our planning for prioritization?
- What are our biggest opportunities for action?

Co-Facilitator:

Monitor chat for additional insights.

10:05 am Slides 31-37 Brainstorming

Instructions (5 min):

Tracey:

Here's how it works:

- Introduce Brainstorming Session – we will use about 10 minutes per slide to brainstorm ideas, place dots by those ideas we like best and then a minute or two to add how you or your organization could contribute.
- Let's ask: *How might we ensure women in DOUGLAS, SARPY AND CASS COUNTIES get screened?*
- Brainstorm all the ways we could make things better, be candid and creative. Ask clarifying questions.
- Next, if you identify a great idea, then mark with a green dot.
- Then, if there's something that you find has great potential or you are excited about, write down your name and organization and how might you contribute to that idea.

As a whole group: (Slides 34-37)

- 7 min: Brainstorm
- 1 min: Green Dots
- 2 min: What are you excited about and what can you or organization do to contribute

10:10 am Transition to Brainstorming Session - Watch the chat, for insights/answers.

10:10-10:20 am Brainstorming: Access AND Screening

10:20-10:30 am Brainstorming: Education/Outreach

10:30-10:40 am Brainstorming: Provider Engagement

10:40-10:50 am Brainstorming: Other/Non-Traditional

Co-Facilitators/DHHS Team Members:

Monitor chat and highlight commonalities or unique insights.

10:50 am Slide 38: Post Meeting Survey (5 min)

Tracey:

It's important that we capture post-meeting survey information. We want to be sure to make modifications if necessary for future meetings, know what worked best today while it's all fresh in your minds. Please either click on the QR code on the screen now, click on the url link or we did also but the link in the chat. It's only 7 questions. We really do appreciate any and all feedback received.

10:55 am Slide 39: Closing & Next Steps (5 min)

Melissa:

Thanks attendees for their participation. Prioritization and Synthesis Meeting- September 22nd.

We will be developing a One-Pager on activities that we might do to ensure women in Douglas, Sarpy and Cass County get screened for breast and cervical cancer.

Please complete the post-meeting survey, your feedback is important

11:00 am Slides 40-42 Final Reflection (5 min)

Tracey:

To close, let's reflect from head to toe:

- Brain: What's a new idea or insight you're taking away?
- Ear: What's something important you heard?
- Eye: What did you see more clearly?
- Stomach: What gave you pause?
- Feet: What's a next step you want to take from here?"

Thank you again for your engagement and commitment to advancing health equity in Nebraska.