

Attachment 3. Key Information Interview Reminder Letter



720 South Colorado Blvd.
Suite 1000-N
Denver, Colorado 80246-1926
Phone (303) 756-9090
Fax (303) 691-9490
www.neha.org

Month XX, 2019

Dear XX,

This is a reminder of your upcoming participation in a **Key Informant Interview** to help the National Environmental Health Association (NEHA) and the Centers for Disease Control and Prevention learn about the opportunities and barriers faced by environmental and public health agencies when working to make their inspection data open and accessible to the public. We are specifically interested in recreational water inspection data. The results of these interviews will assist NEHA to disseminate information and focus educational outreach to help their partners to make their data open.

- We estimate that the interview will take less than 60 minutes to complete.
- Your individual responses will remain secure. NEHA will only report aggregate findings, or share information without mentioning the source.

We know there are many demands on your time, but we hope that you can **participate in this interview so that we can develop meaningful educational and outreach materials for state and local environmental health practitioners**. Your input will assure that we develop useful examples of how environmental and public health agencies are becoming leaders in the open data movement.

Please contact Ayana Jones (ajones@neha.org or (303) 756-9090 ext. 363) with any questions about your participation in this important interview.

Your participation in the Key Informant Interview is greatly appreciated. Thank you in advance!

Sincerely,

Ayana Jones, MPH
Project Coordinator
Program and Partnership Development
National Environmental Health Association