**Monthly Executive Committee Call**Thursday, November 15, 2018
12:30 PM to 2:00 PM Pacific/3:30 PM to 5:00 PM Eastern
*Conference Call Number 877-336-571828 Access Code 3630643#*

**Meeting Minutes**

1. Roll Call

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|  | **2018-19 NCCSD EXECUTIVE COMMITTEE** |
| **President** | X | Erin Frisch | Michigan |
| **Past President** | X | Craig Burshem | Virginia |
| **Vice President** | X | Jim Fleming | North Dakota  |
| **Treasurer** | X | Liesa Stockdale | Utah |
| **Secretary** | X | Michele Cristello | Massachusetts |
| **Region 1 Representative** | X | Robin Arnell | Vermont |
| **Region 2 Representative** | X | Pat Risch | New Jersey |
| **Region 3 Representative** | X | Kevin Guistwite | Maryland |
| **Region 4 Representative** | X | Robert Duck | Tennessee |
| **Region 5 Representative** | X | Cynthia Longest | Indiana |
| **Region 6 Representative** | X | Alan McVey | Arkansas |
| **Region 7 Representative** | X | Carol Eaton | Iowa |
| **Region 8 Representative** | X | Chad Dexter | Montana |
| **Region 9 Representative** | X | Heather Noble | Arizona |
| **Region 10 Representative** | Excused | Rob Rinard | Idaho |
| **Policy & Practice Comm.** | X | Eileen Stack | New York |
| **Collaborative Analytics** | X | Sharon Redmond | Washington |
| **Website Committee** | X | Kate Cooper Richardson | Oregon |
| **Website Committee** | X | Nisha Garamella  | Protech |

1. Welcome
2. Approval of Minutes: Revision needed to indicate Kevin Guistwite attended the call. Otherwise, minutes approved.

1. NCCSD Website Walkthrough Presentation
	1. Nisha Garamella (Protech) providing support to the Website Committee on the redesign of the NCCSD website.
	2. Nisha and Kate Cooper Richardson walked the Committee through the new website.
	3. New website will have a public presence with limited information as well as a private Director’s site. Public information will include director’s listing and annual meeting information.
	4. Director’s site will include more detailed contact information for directors as well as a page for each NCCSD committee. Director’s site also includes a survey tool for use and resources/reference materials.
	5. Website committee has the ability to customize, delete information, etc. Also has an email address for help and to send suggestions.
	6. Website committee strongly encourages all committees and directors to use the site! Action item: All Executive Committee members should update their profiles.
2. President’s Report
	1. Erin and Jim met with Commissioner Lekan and his staff at OCSE on 10/18. Discussion around opportunities to connect.
	2. OCSE systems meeting planned to be in conjunction with the NCSEA Policy Forum. Will be 1 ½ days – February 5th (afternoon) and 6th (full day). OCSE committed to get the invites out soon. Limiting invitation to 3 reps per state to start. If room is available, more will be allowed.
	3. Regarding The Work Number, OCSE confirms support of states in that employers are obliged to work with states on their obligation to verify employment. However, their position remains neutral.
	4. NCCSD will provide feedback to OCSE regarding how to measure limited services paternity only cases as well as any changes to the PEP.
	5. OCSE is holding listening sessions on FY2020 1115 grant topics and are interested in suggestions from directors.
	6. Suggested to OCSE to take advantage of NCCSD’s Policy and Practice Committee when OCSE is considering policy. Important to get feedback from directors. OCSE was amenable to the suggestion.
	7. NCCSD Annual Conference – save the date notice to go out. Sherri Grigsby will share with employer community. Meghan McCann is interested in having a legislative presence. Erin and Meghan to discuss.
3. Treasurer’s Report
	1. One page monthly report provided after being reviewed and approved by Finance Committee.
	2. Monthly report approved.
	3. Month end balance - $73,785.99
4. Committee Reports
	1. Collaborative Analytics – Sharon Redmond
		1. Committee has not met yet but existing group has been working.
		2. Common platform – group has completed
		3. Subgroup working on the ratio of order to wage and is determining how to document to share best practices.
		4. Second subgroup compiled a report of interviews with various states and next step is to complete a preliminary report and provide draft to states.
	2. Finance – Liesa Stockdale; provided Treasurer’s report (see #5 above)
	3. Data Analysis – Cynthia Longest
		1. Gathering members to participate, committee can include staff and not just directors
		2. First meeting to start in December
	4. Intergovernmental – Carol Eaton
		1. Meeting on Tuesday 11/13
		2. Primary discussion around payment forwarding; came up with list of 13 issues but unable to come up with resolutions or a lot of recommendations.
		3. One recommendation is that a state should communicate with the other state before payment forwarding and between the two states, figure out what to do (payment forwarding or intergovernmental referral).
		4. Committee will provide an update to share with the group. Then the committee has gone as far as it can go.
		5. States should continue doing what they are doing. Changes are needed to UIFSA.
	5. Lump Sum – Craig Burshem
		1. Three subcommittees - Legislation, Communication and Standardization
		2. 19 goals for the short term and long term.
		3. Working towards a survey (18 questions) regarding as-is process and what we would like the process to be. Will be sent out after Thanksgiving.
		4. Regional reps should encourage directors to respond.
	6. Mentoring – Jim Fleming
		1. OCSE had asked for topics for new director training – end of November deadline.
	7. Policy and Practice – Jim Fleming/Eileen Stack
		1. Policy releases from October 19-November 15 provided by Eileen to Executive Committee
		2. OCSE sent a chirp regarding SNAP cooperation requirements. States may want to review to see if their information is accurate.
		3. New grant opportunity coming in January on Intergovernmental Case Processing and Collections
		4. OCSE seeking comments on Data Exchange Standards Requirements
		5. Work Number – Committee to work on a proposed resolution to articulate NCCSD’s position that is factual but expresses concern, that values employers and doesn’t condone third parties saying they can’t verify employment if state doesn’t pay. Ask APA to help disseminate information to employers. Resolution to be written and reviewed by next Executive Committee meeting.
		6. Feedback on reporting of paternity only limited services cases and its impact on the OCSE157 will be sent to OCSE and all states.
	8. Public Relations – Erin Frisch
		1. Meeting next week to review Ogilvy Report from CA. David Kilgore will join the call.
	9. System Modernization – Erin Frisch
		1. Continued to work with OCSE on agenda and content for meeting with OCSE at Policy Forum.
		2. Invitation to vendors regarding technology topics will be sent out
	10. Website – Kate Richardson – no update beyond presentation
5. Unfinished Business - None
6. New Business - None

Meeting Adjourned.