**IV-D Collaborative Analytics**

**When: October 5th, 2017 @ 10:00 am PST (1:00 pm EST)**

**Location: WebEx/Conference Call**

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|  | **Attendee** | | **State/Org** |  | | **Attendee** | | **State/Org** | | |  | **Attendee** | | **State/Org** |
| **√** | Wally McClure | | Washington | **√** | | Alisha Griffin | | California | | |  | Glenda Nelson | | Washington |
| **√** | Kristen Brolsma | | Minnesota | **√** | | Richard Ordowich | | ACF | | | **√** | Regina Newman | | Virginia |
|  | Craig Burshem | | Virginia | **√** | | Dennis Putze | | ACF | | |  | Karen Sicurelli | | New York |
|  | Susie Gager | | Colorado | **√** | | Sushir Simkhada | | Minnesota | | | **√** | Joey Arthur | | ACF |
| **√** | Terry Gates | | Virginia |  | | Kristen Lorsung | | Minnesota | | | **√** | Kyle Lapastora | | Project Manager |
| **√** | Megan Schoor | | WA - EMAPS | **√** | | Cindy Guo | | WA - EMAPS | | | **√** | Jeannie Bowen | | Washington |
| **(List of all invited participants. √ shows actual attendees, 🖎 identifies the note taker for this meeting, E denotes person excused for meeting)** | | | | | | | | | | | | | | | |
| **Time (minutes)** | | **Subject & Presenter** | | | **Key Points** | | | | **Actual Outcome - Minutes** | | | | | | |
| 5 min | | Welcome and attendance/ Kyle | | | * Welcome new member | | | |  | | | | | | |
| 15 minutes | | Alfresco status/ Richard | | | * Site status and log on ability for workgroup members | | | | * Part of scheduled release within OCSE * Due to release tomorrow (10/6) * Notices to be sent out individually with log in info when each account is set up for access * Next meeting we will walk through Alfresco * Workgroup members: please ensure you have sent your login info to Richard & Dennis | | | | | | |
| 20 minutes | | Alfresco initial uses and refinements for workgroup/all | | | * Review naming conventions, file locations, and refine content standards | | | | * CRISPDM, established process for analytics (methodology) * Can be used to increase awareness of stages in the process * Next meeting walk-through CRISPDM for lessons learned framework * CRISPDM: Cross Industry Standard Process for Data Mining * With an increase in files stored in the database, Data element naming conventions will be useful (published guidelines) * Alfresco allows detailed file naming – users are able to tag fields that can add to file identification (date, author, etc.) for consistency and ease of use | | | | | | |
| 15 minutes | | Preparing for phase 2/all | | | * Scope Refinement: Securely send and receive data versus send and receive model programs/formats | | | | Option 1: states share models only, able to integrate at their own states (requires each state to construct integrated model)  Option 2: central model where client info packets can be sent to and receive scores back (more economic than option 1, but there will PII issues to address)  Option 3: hybrid  Models are developed for different uses (1 model will not fit all)   * Step 1 is to first capture current efforts, similarities, and evaluate ability to progress to option 2 * Data elements are shareable for option 1, initial test for model data sharing (no PII) * SAS, SAS enterprise miner, R (open source software) are the programs currently in use by workgroup members * Try model with own data set to determine data source issues, etc. * Minnesota/Washington proof of concept added to Alfresco, include California in communications. | | | | | | |
| 5 minutes | | Next Steps | | | * TBD by work group | | | |  | | | | | | |
| **Tasks from this meeting** | | | | | | | **Assigned To** | | | **Due Date** | | | **Status** | |
| Schedule meetings for next 6 months (starting December) | | | | | | | Kyle | | | 11/1/17 | | |  | |
| Proof of concept for model sharing | | | | | | | Megan, Cindy, Sushir | | | 11/6/17 | | |  | |
| Email access notification | | | | | | | Richard/Dennis | | | As access is made available | | |  | |