**IV-D Collaborative Analytics**

**When: December 14th, 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 |  | Jeannie Bowen | Washington |
| **√** | Kristen Brolsma | Minnesota | **√** | Richard Ordowich | ACF | **√** | Angela Ingram Jones | OCSE |
|  | Craig Burshem | Virginia | **√** | Dennis Putze | ACF | **√** | Regina Newman | Virginia |
| **√** | Susie Gager | Colorado | **√** | Sushir Simkhada | Minnesota | **√** | Karen Sicurelli | New York |
| **√** | Terry Gates | Virginia | **√** | Megan Savage | Minnesota | **√** | Joey Arthur | ACF |
| **√** | Megan Schoor | WA EMAPS | **√** | Cindy Guo | WA EMAPS | **√** | Kyle Lapastora | Project Manager |
| **(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 |  |  |
| 20 minutes | Proof of Concept for Model Sharing/ Megan, Cindy, &Sushir* <https://www.analyticsvidhya.com/blog/2017/09/sas-vs-vs-python-tool-learn/>
 | * Model sharing progress between Washington and Minnesota
* Steps for model sharing (documents on Alfresco)
 | * KD Nuggets newsletters with predictive analytics resources and info (Megan will send to Kyle for distribution)
* Workgroup members to let Kyle and Dennis know if they cannot access Alfresco
* Kyle to re-distribute PowerPoint on directions to sign up
* Sushir translating SAS to R, will report out on/ document the process
 |
| 20 minutes | Group Progress & Updates | * Group objectives update
* Shaping Phase 2 and beyond
* Pilots to develop best practices based on model predictions
 | * Great level of detail on spreadsheet, excellent for sharing/ collaborating
* Progress of proof of concept is on track
* Improve collaborative documents for standardization (drop down menus in the metadata spreadsheet)
* Model collaboration and model sharing is the focus of the group right now
* Richard to send Kyle instructions on setting alerts, Kyle to distribute
* Model > actions of enforcement officers > results, pilot best actions based on model scores to yield the most positive results
* Objective of Phase 2: create the sustainable ability to share predictive models and/or data between states
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| 10 minutes | CRISPDM /Richard & Dennis* <https://en.wikipedia.org/wiki/Cross_Industry_Standard_Process_for_Data_Mining>
* <http://crisp-dm.eu/data-understanding/>
 | * Cross Industry Standard Process for Data Mining framework
 | * Group should be aware of processes and best practices
* Data profiling – statistical analysis of raw data in the model
* Transparency into the model, difficult to capture and document
* CRISP-DM slide deck posted on Alfresco
* Can be used to reference what stage we are at in model development
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| 5 min | Next Steps: TBD |  |  |
| **Tasks from this meeting** | **Assigned To** | **Due Date** | **Status** |
| Create document for sharing models (steps)  | Kyle |  |  |
| Minnesota to begin looking into metadata and variables/coding | Sushir, Megan |  |  |
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