**IV-D Collaborative Analytics**

**When: March 15th, 2018 @ 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** |
| **E** | Richard Ordowich | ACF |  | Karen Sicurelli | New York | **√** | Shannon Thill | Iowa |
| **√** | Joey Arthur | ACF | **√** | Terry Gates | Virginia | **√** | Terry Tesar | Iowa |
| **√** | Angela Ingram-Jones | ACF | **√** | Regina Newman | Virginia | **√** | Steven Eldrid | Orange County |
|  | Susie Gager | Colorado | **E** | Craig Burshem | Virginia | **√** | Jolie Sheppick | Orange County |
| **√** | Megan Savage | Minnesota |  | Benidia Rice | D.C. | **√** | Cindy Guo | WA EMAPS |
| **√** | Sushir Simkhada | Minnesota | **√** | Wally McClure | Washington | **√** | Megan Schoor | WA EMAPS |
|  | Kristen Lorsung | Minnesota |  | Jeannie Bowen | Washington | **√** | Kyle Lapastora | Project Manager |
|  | Alissa Harrington | Minnesota | **√** | Glenda Nelson | Washington | **√** | AZ | Virginia |
|  | Brenda St. Sauver | Minnesota |  |  |  |  |  |  |
| **(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 | * Phase 2 Objective: create the sustainable ability to share predictive models and/or data between states
* Alfresco - <https://ocsp.acf.hhs.gov/csp/>
* Welcome new members
 | * Joey and Angela are POCs for Alfresco access
 |
| 5 minutes | Brief to OCSE Commissioner/ Richard | * Recap to group
 | * Angela to follow up and share notes
* Meeting to be scheduled w/ Scott in regards to this workgroup
* Request IT OCSE person to be assigned to group?

Mainly needed for initial sign-up |
| 5 minutes | Proof of Concept Update/ Megan, Sushir, Cindy, Megan | * Status update
 | * Data gathering is in progress
* Questions on variables (metadata specific) – follow up to be scheduled before next meeting
 |
| 25 minutes | Collaborative Model Building/ All | * Identify groups working on models together, and leads
* Process, check ins, expectations and ground rules
 |  Ratio of Wage to Order (ROTW) predictive model* Steve and Jolie (Orange County) Co-lead
* Cindy and Megan (WA) Co-lead

Performance based on geographic location (County)* Sushir and Megan (Minnesota) Lead
* Benidia (D.C.)
* AZ and Terry (VA)
* Shannon and Terry (Iowa)

Collateral learning opportunity for group, ability to share thoughts and issues with larger group is greatly beneficialAccess to coding? – available on Alfresco |
| 15 minutes | Creating an analytics program/ All | * Is there interest in having a Q&A forum for building a program?
* Collaborative build on baseline requirements and desired capacity for analytics programs
 | * Option to contract out or complete in-house (or combination of both)
* Information can be empowering to build capacity
* Resource availability/ funding may be a constraint
* Fresh perspective is helpful
* Provides a concept of goals working towards; needs to be specific about minimum required resources with bounded timeline
* Use forum on Alfresco for Q&A
* Having resources and sharing info about baseline reqs are terrific ideas
* “How to” has a large interest
* Web-based vs. mainframe based, collaborating with state universities would go smoother (log of process/methodology from Iowa; summary and history of process evolution)
* OC has fielded this item before, obstacles are not as apparent as results. Recommend breakdown by foundational functions: tech administration, don’t put analytics personnel in IT, professional level analytic capability dedicated to analytic role, operational knowledge (asking the “so what”), risks of outsourcing (needs daily focus), leveraging interns (creativity, energy, and fresh perspective on child support), communication constant and free, who owns intellectual property (need to clarify when outsourcing)
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| 5 min | Next Steps: TBD |  |  |
| **Tasks from this meeting** | **Assigned To** | **Due Date** | **Status** |
| Touch base on predictive model metadata | Megan/Sushir/Cindy/ Megan | complete | Complete |
| Build framework for charter and deliverables | Kyle | 4/12/18 |  |
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