**NCCSD Systems Modernization and Data Sharing Committee**

**October 11, 2019 – Monthly Meeting with OCSE**

**2pm – 3:30pm Eastern Time**

**Agenda**

*Distribution and Attendee List:*

(X indicates that the member was present; A indicates absent)

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| Members |
| A | Shannon Abernathy | A | Erin Frisch | A | Sharon Santilli |
| X | Jeff Aldridge | X | Kevin Guistwite | X | Jeremy Toulouse |
| X | Robin Arnell  | X | Cynthia Longest | X | Pratin Trivedi |
| A | Kristie Arneson | A | Dawn McNeal | A | Alexia Venafra  |
| X | Michelle Cristello | A | Shaneen Moore | X | Carla West |
| X | John Diets | A | Heather Noble | X | Astra Wilson-Kirksey |
| OCSE Invitees  |
| A | Comm. Scott Lekan | X | Raghavan Varadachari | A | Mona Ferrell |

***Discussion Items:***

1. **Update and last-minute details relative to the vendor presentations.**

**Carla reported that invitations have been sent out to directors. A last-minute addition is IBM at 3:30 on November 1st. Directors are responsible for forwarding invites to program and tech staff. There was some discussion around how to address vendors’ concerns that there be no competitive state-contracted vendors participating as an invitee to the webinars. After some discussion about the limitations of what the workgroup could realistically do to protect confidentiality, the consensus was to include introductory remarks at the commencement of each presentation to remind participants of the confidential and proprietary nature of the presentations. It was also noted that vendors bear some responsibility in managing content especially since the workgroup has emphasized that presentations should be educational in nature.**

**Carla read a draft of what she proposed to be read at the beginning of each presentation and the group made a few suggestions. (See attached)**

**Additionally, the group agreed to include a cover page that will be attached to the vendors’ answers that will highlight that by opening the attached documents, the participant is agreeing to treat the information as confidential. (See attached).**

**As the vendors send in written answers to the Workgroup’s questions, Carla will send out reminders with the written responses. All answers due on October 15th.**

1. **Topics for Feb/March Webinar and more discussion about the possibility of a System Symposium in 2020 or 2021. Folks with action items to report back.**

**At the conclusion of the first child support Systems Symposium, held last February a day and a half prior to the NCSEA Policy Forum, attendees expressed the desire to keep up the momentum of what all viewed as a worthwhile endeavor. The question has become, should there be another in-person symposium and if so, when and where? At the NCCSD closed door meeting in Michigan, the consensus from directors is that another in-person symposium is a great idea but tacking it on to the Policy Forum was less than ideal. Primarily because tech staff are not staying for the Policy Forum and states are paying for tech staff to attend a day and a half conference. One suggestion would be to look into having some sort of child support track at ISM – tech staff would already be present making it a more fiscally responsible option. OCSE would prefer an in-person symposium every other year and has proposed that OCSE sponsor a webinar in February/March 2020 time frame.**

**At the prior September 27th workgroup call, attendees were ok with the webinar suggestion but re-emphasized the benefits of the in-person contact and the peer learning experience that happens between sessions with other attendees. At the 9/27 meeting, folks agreed to look into the possibility of adding an in-person system symposium to one of 3 conferences in 2020: 1) ISM, 2) NCSEA Leadership or 3) NCCSD. Jeremy checked in with his contact who is involved with ISM planning. His contact recommended that instead of a separate child support session that there be a longer OCSE session. An obstacle to the 2020 ISM conference, however, is that it conflicts with WICSEC. Cynthia reported that she checked with Jim Fleming, NCCSD president about the possibility of tacking on a symposium to the next NCCSD meeting to be held in N.D. in July of 2020. Jim was totally open to the idea but mentioned that some of the concerns raised by directors relative to holding it at the Policy Forum will continue to be an issue if held in N.D. Travelling to N.D. will not be inexpensive. Carla had not yet heard back about NCSEA Leadership Conference scheduled for August 2020. The group agreed to circle back and continue this discussion at the November 8th meeting.**

**As far as the OCSE webinar is concerned, Raghavan said he would like the directors to prioritize 1-2 topics that he and his staff could present in the February/March timeframe. It was decided that Carla and Robin would plan to send out a survey on the NCCSD directors survey at the end of November.**

1. **State Characteristics Matrix. This project has encountered a few roadblocks; Cynthia to explain.**

**Cynthia’s attempt to complete the State Characteristic Matrix has been stymied by what appears to be bureaucratic roadblock. She is in the process of filling in the matrix with as much written documentary resources as possible but already knows that information will be missing and will need to reach out to individual states. However, because she may need to reach out to 10 or more states for the information, she risks running afoul the Paperwork Reduction Act (PRA). The PRA would require several additional hoops, including publishing notice in the federal register, before retrieving this information directly from directors. Cynthia is still researching for a way around this – for example, is the PRA implicated if NCCSD is asking OCSE for this information? Stay tuned.**

1. **ISM. Cynthia to share notes from ISM breakout session entitled,**

**“How to Leverage Older Technology without Breaking the Bank”**

**On the panel:**

TN: Wayne Glaus, TN Dept. of Human Services; CIO

CO: Craig Carson, Governor’s Office of Info Technology, Child Support; Technical Manager

MS: Mark Allen, MS Dept. of Human Services; CIO

**See the attached notes from ISM as compiled by Astra and Cynthia.**

1. **Cynthia gave a brief update on Data Sharing Reports.**

**Joey Arthur and Cynthia have developed two new reports dealing with undistributed collections (UDC). One report focusses on how old the UDC are and the other shows the different categories. State Reps and pilot states plan to meet on 10/16. They will be coming up with ideas for reports and then will prioritize. If anyone wants to join the 10/16 webex, contact Cynthia and she will forward the invite**