**NCCSD Systems Modernization and Data Sharing Committee**

**September, 11 2020 – 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 |
| X | Shannon Abernathy (SD) | A | Holli Hagen-Rice (OK) | X | Jeremy Toulouse (NM) |
| A | Jeff Aldridge (OH) | X | Cynthia Longest (OCSE) | A | Pratin Trivedi (MI) |
| X | Robin Arnell (VT) | X | Dawn McNeal (IN) | X | Alexia Venafra (VT) |
| A | Kristie Arneson (WY) | A | Shaneen Moore (MN) | X | Carla West (NC) |
| X | Michelle Cristello (MA) | A | Heather Noble (AZ) | X | Astra Wilson-Kirksey (NC) |
| X | Erin Frisch (MI) | X | Troy Sterr (WI) |  |  |
| A | Kevin Guistwite (MD) | A | Patrick Stricker (OH) |  |  |
| OCSE Invitees  |
| A | Comm. Scott Lekan | A | D. Comm. Linda Boyer | X | Raghavan Varadachari (DSTS) |

***Discussion Items:***

1. **Understanding the Streamlined Feasibility Study Preparation Process Webinar**

Raghavan explained that the webinar that will roll out and go over the new Business Case Analysis (BCA) will be on **Wednesday, September 23, 2020, 1 - 4 pm ET**. IV-D Directors should have already received an email about this. He noted that the presentation will probably be from 1 – 3 pm, with an hour saved at the end for questions.

* **Action Item: ALL:** Save the date and forward the information to your other interested parties. ***Note, it is critical no contractors/vendors attend this webinar.***

Raghavan also noted that he will be presenting a shorter version of the presentation in conjunction with an NCSEA session in October as well, and may be able to do specific seminars if state staff miss both.

**2) Data Analytics**

Report on attendance from IWO webinars: Cynthia noted that there ended up being three webinars (8/7, 8/13, and 8/28) instead of two because of technical difficulties during the August 13 session. Total attendance was: 27 states represented (unduplicated); 17 IV-D Directors (unduplicated) and a total of 85 signed in (duplicated). She also looked at the UDC webinars, and attendance seems to be holding pretty steady. One of the suggestions from the pilot workgroup for the next webinar (on current support collections) is to spend more time on how the Tableau reports can be used to build the analysis and Use Case for the states. Joey and Cynthia plan to incorporate that approach.

Update on the Alfresco site:

* The next step is to gather approval Points of Contact (POCs) from the IV-D Directors. Alexia has a Survey Monkey ready to go. The group reviewed, and suggested that the email to accompany it emphasize that it is not a true survey and is just to gather contact information. **Action Item: Cynthia** to send the listserv language; **Alexia** to hide the survey monkey, and **Robin** to send through the listserv the week of 9-14 with a week deadline.
* Once the POCs are gathered from a majority of states, Cynthia will email the IV-D Director and copy the POC to let them know the site is available for them to register.
* Training: Michelle noted that an NCCSD sponsored virtual webinar is still planned, probably for late October. The User Manual may not be ready as soon as expected, so some type of “quick start guide” may be sent at first.
* Cynthia did a live demo of the Alfresco Personal Dashboard, and the Data Analytics site. The group agreed that it seems pretty simple and intuitive.
* Carla mentioned that the site might be a good place for the recordings of the webinars. **Action Item: Cynthia** to check with Mary Butler.

**3) Distribution “Cheat Sheet” Straw Man:**

* The team reviewed the two drafts and decided they’d like to take the Whiteboard #2 draft and add numbers in some of the boxes so we can include some explanations with the process flow.
* **Action items:**
* **Cynthia** to send the visio file of the Whiteboard #2 draft
* **Dawn** will look for either hard or soft copy of the Multiple case Process that is referenced
* **Alexia with Robin, Carla and Cynthia** will create notes for some of the boxes in the process flow with further explanations
* **Erin** will send team the soft copy of the Collection Cost flow chart (complete) and will talk through it at the next meeting.

Next meeting: Friday October 9. 2-3:30 eastern.